

Site Council meets every 2nd Monday of the month (unless noted) in the Terman office Conference Room I from 3:15 – 4:45P.

Next Meeting: November 13, 2017

Meeting Agreements and Norms:

- Keeping students at the center of focus/decisions
- Honor all ideas and voices, seek to understand
- Show respect with punctuality and active listening
- Commit to Inquiry and Learning
- Assume positive intentions, be solutions focused, and employ a growth mindset.

AGENDA ITEM	WHO AND TIME	WHAT	ACTION - NOTES
Introductions and Review of Membership	All 5 min.	Introduce new members to SSC. Celebrate a full team.	
School Site Council Purpose	Melissa Howell 20 min.	Review By-Laws (elect Chairs, Election Coordinators, etc.) ❖ Charged with approval of School Safety Plan ❖ Review of SPSA (focus site goals) ❖ Review and Approval of budget toward school improvements and/or program supports	
Student Report	5 min.	Highlights of Events and Student Ideas	
School Safety Plan	Melissa Howell 10 min.	Intention to increase awareness and Preparedness ❖ Update Safety Plan – In progress ❖ Sept. 6 – Fire Drill ❖ October 10 – Earthquake, evacuation drill, and emergency radio drill ❖ Staff Review – August and October 4 ❖ Full Emergency Response - April ❖ Inventory and update Emergency Supplies ❖ Code Red Preparation in Feb.	
SPSA Process	Melissa Howell 5 min.	Align with district Strategic Plan and Focus Goals ❖ Staff input gathered from grade levels, departments, and teams ❖ Cohesion with all MSs ❖ SSC presentation in Nov. (co-chair approvals) ❖ Presentation to BOE	
Budget(s)	Melissa Howell 10 min.	Review 2016 – 2017 budget and expenditures for review Review 2017 – 2018 proposed budget and approve at November 13 th meeting	
Snack Schedule	All Adults	Review	

Future Agenda Items: