

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**SCHOOL SITE COUNCIL AGENDA**  
October 19, 2021, 5:30 pm  
Ridgewood Commons

- 1.0 CALL TO ORDER
- 2.0 ORGANIZATION
  - 2.1 Welcome New Members
  - 2.1 Elect Officers
  - 2.3 2021-22 Meeting Calendar
- 3.0 CONSIDER APPROVAL OF AGENDA ORDER
- 4.0 CONSIDER APPROVAL OF JUNE 8, 2021 MINUTES
- 5.0 PUBLIC COMMENT: *Persons wishing to address the school site council on non-agenda items (except personnel) are invited to do so at this time. In the interest of time and order, each speaker may be limited to three minutes (3) to address the school site council, with no more than twenty (20) minutes total of public comment.*
- 6.0 DISTRICT REPORT
- 7.0 DISCUSSION/POSSIBLE ACTION ITEMS
  - 7.1 Review of By-laws
  - 7.2 Annual Plans and Policies
    - 7.2.1 Comprehensive Safe School Plan (Nov - Dec)
    - 7.2.2 Single Plan for Student Achievement (Jan - Feb)
    - 7.2.3 Local Control Accountability Plan (Mar - May)
    - 7.2.4 Wellness Policy (Apr - May)
  - 7.3 Other Goals to be Considered by the Site Council
- 8.0 ANNOUNCEMENTS AND COUNCIL MEMBER COMMENTS
  - Next Meeting- Tuesday, November 16, 2021 at 5:30 pm. (tent.)
- 9.0 ADJOURNMENT

CUTTEN ELEMENTARY SCHOOL DISTRICT  
**SCHOOL SITE COUNCIL AGENDA NOTES**

October 19, 2021, 5:30 pm

2.0 ORGANIZATION

2.1 We welcome new parent/guardian members Nancy Corran and Sean Galt, and new classroom teacher members Katrin Lemmon and Annette Sligh. We also welcome back re-elected parent/guardian member Karen Bazzano. Returning members include:

Parent/Guardians:

- Diana Baclagan
- Amber Syvertson

Classroom Teacher

- Kaycee Cook

Other School Employee (Non-classroom Teacher)

- Susie Smelser

School Administrator

- August Deshais

2.2 Each year the council must elect a Chair, Vice Chair, and Secretary.

- The Chair reviews and approves the agenda prior to the meeting, calls the meeting to order, guides the council through the meeting in a timely fashion, calls for motions and seconds on each action item, and adjourns the meeting. The Chair is permitted to make motions and seconds, but is generally encouraged to allow other council members to do so.
- The Vice Chair serves as the Chair in their absence.
- The Secretary takes notes during the meeting, submitting draft notes to the administrator within one week of the meeting. Meeting notes must include the time when the meeting is called to order and adjourned, council members present and absent, members making and seconding motions, the exact wording of the motion, relevant discussion on the motion (not verbatim), and the final vote. The Secretary should also note the names of public members and council members making comments, and the general topic addressed (not verbatim) during their respective comment periods.
- The administrator is a voting member of the council, but they may not serve as an officer.

2.3 The council must set the meeting calendar for the school year. Traditionally, the council has met on the third Tuesday of each month at 5:30pm to avoid scheduling conflicts with other monthly school meetings.

3.0 CONSIDER APPROVAL OF AGENDA ORDER

The council may approve the agenda as it is written, or by majority vote, change the

order of the agenda.

#### 4.0 CONSIDER APPROVAL OF PREVIOUS MEETING MINUTES

The previous meeting(s) minutes may only be approved by council members in attendance at that meeting.

#### 6.0 DISTRICT REPORT

The school administrator will report on current happenings in the district, as well as answer any questions the council or public may have.

#### 7.0 DISCUSSION/POSSIBLE ACTION ITEMS

7.1 Each year the council has the opportunity to revise the by-laws (within the limits of California Education Code). The current by-laws are found [here](#).

7.2 Each year the council is responsible for reviewing three district plans and one board policy:

7.2.1 Comprehensive School Safety Plan (CSSP): The CSSP describes the needs and resources of the school. "Safety" includes all aspects of social, emotional, and physical safety for both students and adults at our schools. The current CSSP can be viewed [here](#).

7.2.2 Single Plan for Student Achievement (SPSA): The SPSA is a document that represents a school's cycle of continuous improvement of student achievement. The annual process of developing, reviewing, and updating the SPSA includes a comprehensive review of data and the development of actions necessary to achieve school goals. The current Ridgewood SPSA can be viewed [here](#), and the Cutten SPSA [here](#).

7.2.3 Local Control Accountability Plan (LCAP): The LCAP is a tool for local educational agencies to set goals, plan actions, and leverage resources to meet those goals to improve student outcomes. We are beginning the first year of a three year LCAP. The current LCAP can be viewed [here](#).

7.2.4 Wellness Policy: Board Policy 5030 states that the district wellness policy must be reviewed by the council each year, with recommended changes made to the board of trustees. That policy can be viewed [here](#).

7.3 The council may consider other non-binding goals or projects relevant to the school community.

#### 8.0 ANNOUNCEMENTS AND COUNCIL MEMBER COMMENTS

Following the announcement of the next meeting by the council chair, council members may make comments of relevance to the school community.