

CUTTEN ELEMENTARY SCHOOL DISTRICT
SCHOOL SITE COUNCIL MINUTES

June 2, 2025, 5:30 pm

[Google Meet](#)

Present: Chara, Morgan, Annette, Carissa, Nancy, Tina, Melissa

Absent: Shandi, Sean, Teresa

Guests: Carissa's son Silas and Morgan's son Milo

1.0 CALL TO ORDER

Tina called the meeting to order at 5:35 pm

2.0 ORGANIZATION

2.1 CONSIDER APPROVAL OF AGENDA ORDER

Team thought the agenda looked good.

3.0 CONSIDER APPROVAL OF [May 20, 2025 Minutes](#)

Tina suggested a small change by adding the word "minutes"

Moved - Melissa ; 2nd - Morgan **All approved**

4.0 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.*

None present

5.0 DISTRICT REPORT

- Incredible buddy event on May 28th, half of district at Cutten, half at RW, went smoothly except for a few things that will be addressed next year
- CAASPP testing finished
- Seussical musical finished up
- Talent show tonight
- Lunch on lawn last Friday at Cutten
- 6th grade promotion on 6/10
- RW play day 6/09 and Cutten 6/10
- Placement meetings happening soon
- Mrs. Troyer moving to 3rd at Cutten and also hiring a new 3rd grade teacher, Melissa said she is happy for Cutten and sad for RW, Chara said it is bittersweet but she is excited to teach 3rd grade
- a new librarian position will be posted for Jovannah, Alisa is hoping to stay at RW

6.0 DISCUSSION/POSSIBLE ACTION ITEMS

6.1 [Cutten Elementary SD Workplace Violence Prevention Plan](#)

The team does not have to take any action, Annette just wants to make the team aware of this plan.

Annette read through the plan thoroughly and was looking for any areas to ensure teacher protection from harm

There is a spreadsheet filled out with all information and monitored by Becky. Darice and Annette enter the data

Every time a CPI hold is done on a student, this information is entered.

Tina said the district encourages all staff to be trained in CPI, Annette wants to become a trainer to make it easier for staff to be trained

CPI is used as a last resort by staff.

6.2 [Cutten Learning Continuity Plan](#)

This plan is created in the event that the school would have to shut down for any length of time. This plan would ensure we keep a safe and engaging learning experience.

The reason we need to vote on this plan is because it goes into the Safe Schools Plan which is part of SIPSA

It requires us to have a re-opening plan including four phases of operation, and the effectiveness of the program would have to be monitored.

Instruction needs to be rigorous and inclusive.

Attendance is taken in the schoolwise system.

The number of minutes of instruction required varies by grade level.

Jesse said we would have enough computers to go out to all students in the event of remote learning.

Professional development would be provided to staff

Student support and resources would have to accommodate as much as possible with differentiation for impacted students.

Families would be asked for feedback

Tina brought up the sentences at the top of page 11 referring to teachers teaching students how to go remote in a moment's notice in the first few weeks of the school year. This was discussed as being very difficult for all teachers to do, and close to impossible for students in TK-second grade. Annette added in parentheses something to the effect of "as appropriate for the grade level"

Carissa thought it might be helpful for teachers to show families some of the sites used and then these could be accessed on the website.

Moved - Chara ; 2nd - Morgan and Carissa **All Approved**

6.3 Confirm 2025-2026 Team

[Site Council Membership](#)

Nancy is willing to continue for one more year if no one else steps up to join

Morgan said that Courtney Sundburg may be interested in joining

Sean agreed to be re-elected for a fourth year

Annette will check in with Teresa to see if she wants to commit for another year

Carissa agreed to be re-elected for a third year

Katrin Lemmon will join next year in place of Melissa

Annette will send a vote out to the school community for the members to be re-elected

Bylaws state that we need 4 certificated teachers or 3 certificated teachers and 1 classified

7.0 ANNOUNCEMENTS AND COUNCIL MEMBER COMMENTS

Next Meeting- Tuesday, October 21, 2025 at 5:30 pm.

8.0 ADJOURNMENT

Tina adjourns at 6:18 p.m.

Respectfully submitted by Melissa Seymour