



Heather Bojorquez, Principal

**School Site Council (SSC)  
Agenda for SSC Meeting #4  
February 6, 2017  
2:30 pm**

**Legal Requirements (Check topics to be covered at *this* meeting):**

1. Training		8. Safety Plan
2. Parent Involvement Policy (District/School)		9. Attendance
3. Uniform Complaint Procedures		10A. SPSA Development
4. Parent Education Opportunities		10B. SPSA Budget
5. Consolidated Programs Overview		10C. SPSA Review/Approval
6. Title 1 Parent Policy/Home-School Compact		11. Not Applicable
7. Assessment/Curriculum/Program Effectiveness		12: Not Applicable
	X	13. Needs Assessment

Those present:

Heather Bojorquez  
Makena Piercy  
Berenice Ramirez

Heather Terry  
Kim Thorsen

Rachel Contreras  
Michelle Donaghy

1. Welcome
  - a. Heather Terry - meeting called to order at 2:34
2. Minutes
  - a. Rachel motioned to approve Nov 28th minutes.
  - b. Kim seconded.
  - c. Motion to approve minutes passed unanimously
3. Agenda
  - a. Makena motioned to approve today's agenda
  - b. Michelle seconded.
  - c. Motion to approve minutes passed unanimously



4. Committee Reports
  - a. ELAC meeting
    - i. They went over LCAP goals (district goals).
    - ii. Heather B. shared that a survey will be sent to find out input into next year's district goals. Heather B. hopes to have more input from Laurel community. Survey is open through the month of Feb. The district is translating the survey in Spanish so we can have more voice.
    - iii. At the next meeting, they will DO the survey.
    - iv. The ELAC would still like to have a parenting training component offered (possibly English language, how to help students at home, etc)
5. LCAP Survey
  - a. Please spread the word to communicate to the community to complete the LCAP survey.
6. Legal Requirements
  - a. Needs Assessment
    - i. Heather T. researched and shared a vision of what such a survey would look like.
      1. Surveys and feedback helps school engagement, academic achievement, general school life, and even student safety.
      2. Challenges of parent surveys is low response rate.
      3. How do we overcome that challenge?
        - a. Be clear about the importance.
        - b. Disperse widely. (Digitally and hard copy)
        - c. Translate.
        - d. Be clear and concise. (Yes/No, Scale, Never-Always)
        - e. Consider a survey liason
        - f. Share results
        - g. Offer incentives
    - ii. We looked over two formats. We liked both and feel they can be blended...only two pages in length.



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1. Being sure we address communication, safety, and academic is important.
  - iii. Heather T. will work to combine the two surveys, share with SSC, and we will communicate digitally.
  - iv. We should do the survey four weeks ahead of our next meeting on May 1. (Goal of March 27th send out the survey)
  - v. We want to finalize our survey by March 20, to send it out on the March 27th.
7. New Business - none at this time
  8. Adjourned at 3:24 by Heather Terry
    - a. Next meeting - May 1st in room 1