

School Site Council - Rolling Agenda
Connery Elementary School

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Overview of Meetings

#	Meeting Date	Proposed Meeting Topics
1	October 5, 2020	Overview of SSC, By-Laws, School-wide Goals Zoom meeting: ID- 89047341842 Password: connery
2	November 9, 2020	Review Family Engagement Plan and Discuss Ways to Re-establish a PTO.
3	December 14, 2020	Budget Update
4	January 11, 2021	Family Communication / Policies
5	February 8, 2021	Hiring subcommittee - Roles
6	March 8, 2021	If needed

Member Name	Phone Number	Email
Glenda L. Colon		ColonG@lynnschools.org
Elizabeth Dunnigan		DUNNIGANE@lynnschools.org
Nicole Torres		TorresN@lynnschools.org
Elisa Angel , Co-Chair		
Elain Mom, Clerk		
Joel Mendez, Communication Liaison		

Topic: Overview of SSC, Establish By-Laws, and Discuss School-Wide Goals

Facilitator: Glenda L. Colon and Liz Dunnigan

Timekeeper: Nicole

Note taker:

Present Members: Glenda L. Colon, Liz Dunnigan, Elaine Mom, Elisa Angel, Joel Mendez,

Objectives

- **Objective 1:** We will be able to understand the SSC and understand our roles and responsibilities. / Podremos entender el SSC y entender nuestros responsabilidades.
- **Objective 2:** We will review By-Laws for our SSC. / Revisaremos Estatutos para nuestro concilio escolar.
- **Objective 3:** We will vote on positions in SSC: clerk, co-chair, and communication liaison. / Votaremos puestos en SSC: secretario, copresidente y enlace de comunicaci3n.

Schedule ([60] minutes)

2:30-2:38	8	<p>Check in and Engagement / Registro y Compromiso</p> <ul style="list-style-type: none"> • Introductions / Introducciones • Name your best memory of Connery Elementary. / Nombra tu mejor recuerdo de Connery Elementary.
2:38-2:39	1	<p>Review objectives for this meeting / Revisar objetivos para esta reuni3n</p>
2:39-2:45	6	<p>Objective 1: We will be able to understand the SSC and understand our roles and responsibilities. / Podremos entender el SSC y entender nuestros responsabilidades.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Q. What is the School Site Council? <ul style="list-style-type: none"> ○ A. The School Site Council is governing/ advisory body at each school. The School Site Council is comprised of equal numbers of parents and staff. Parents on the School Site Council are accountable to the School Parent Council and are elected by the School Parent Council of the school. • Q. What Does the School Site Council Do?

		<ul style="list-style-type: none"> ○ A. The SSC develops and approves school policy, including, but not limited to: <ul style="list-style-type: none"> ▪ Reviewing the School Improvement Plan (SIP) ▪ Approving the school’s annual budget ▪ Creating and overseeing sub-committees such as: <ul style="list-style-type: none"> • The Instructional Leadership Team (ILT) • Personnel sub-committee for hiring new teachers • Engagement Action Team for developing a family & student engagement plan ▪ Reporting back to the larger parent body on regular basis • P. ¿Qué es el Concilio Escolar? <ul style="list-style-type: none"> ○ A. El Concilio Escolar es un órgano rector / asesor en cada escuela. El Concilio está compuesto por un número igual de padres y personal. Los padres en el Concilio Escolar son responsables ante el Consejo Escolar de Padres y son elegidos por el Consejo Escolar de la escuela. • P. ¿Qué hace el Consejo del sitio escolar? <ul style="list-style-type: none"> ○ R. El SSC desarrolla y aprueba la política escolar, que incluye, entre otros: <ul style="list-style-type: none"> ▪ Revisión del plan de mejorar escolar (SIP) ▪ Aprobar el presupuesto anual de la escuela. ▪ Crear y supervisar subcomités como: <ul style="list-style-type: none"> ▪ El equipo de liderazgo educativo (ILT) ▪ Subcomité de personal para la contratación de nuevos docentes ▪ Equipo de acción de participación para desarrollar un plan de participación familiar y estudiantil ▪ Informar periódicamente al cuerpo de padres más grande.
2:45-3:05	20	<p>Objective 2: We will review By-Laws for our SSC. / Revisaremos Estatutos para nuestro concilio escolar.</p> <p>Notes: The team reviewed the by-laws and went over roles and commitment</p>

Topic: Budget Update, Family Engagement Plan, and PTO

Facilitator: Glenda L. Colon and Liz Dunnigan

Timekeeper: Nicole

Note taker:

Present Members: Glenda L. Colon, Nicole Torres, Liz Dunnigan

Objectives

- We will be able to review and update our family engagement plan.
- We will be able to come up with a plan for re-establishing a Parent-Teacher Organization.
 - Calibrate: *What is a Parent – Teacher Organization?*

Schedule ([60] minutes)

Time	Min.	Activity
2:30-2:33	3	Check in and Engagement / Registro y Compromiso
2:33-2:35	2	Review objectives for this meeting / Revisar objetivos para esta reunión
2:35-2:40	5	Budget Update Notes:
2:40-3:05	25	<ul style="list-style-type: none"> • Objective 1: We will be able to review and update our family engagement plan. / Podremos revisar y actualizar nuestro plan de participación familiar. Family Engagement Plan Notes:
3:05-3:30	25	

Topic: Budget Feedback

Facilitator: Glenda L. Colon and Liz Dunnigan

Timekeeper: Nicole

Note taker:

Present Members: Glenda L. Colon, Nicole Torres, Liz Dunnigan

Objectives

- We will be able to hear recommendations from admin team in preparation for the budget meetings. / Escucharemos las recomendaciones del equipo administrativo en preparación para las reuniones de presupuesto.
- We will hear recommendations from the School Site Council team in preparation of the budget meetings. / Escucharemos las recomendaciones del equipo del Consejo del Sitio Escolar en la preparación de las reuniones de presupuesto.

Schedule ([60] minutes)

2:30-2:33	3	Check in and Engagement / Registro y Compromiso
2:33-2:35	2	Review objectives for this meeting / Revisar objetivos para esta reunión
2:35-3:00	25	Objective 1: We will be able to hear recommendations from admin team in preparation for the budget meetings. / Escucharemos las recomendaciones del equipo administrativo en preparación para las reuniones de presupuesto. Notes:
3:00-3:30	30	Objective 2: We will hear recommendations from the School Site Council team in preparation of the budget meetings. / Escucharemos las recomendaciones del equipo del Consejo del Sitio Escolar en la preparación de las reuniones de presupuesto. Notes:

Meeting #4 – January 11, 2021

Topic: Family Communication / Policies

Facilitator: Glenda L. Colon and Liz Dunnigan

Timekeeper: Nicole

Note taker:

Present Members: Glenda L. Colon, Nicole Torres, Liz Dunnigan

Objectives

- We will be able to review our current communication and plan for an increase in our parent communication.
- We will be able to review policies that are a challenge and discuss ideas on how to support and communicate policies with families.

Schedule ([60] minutes)

Time	Min.	Activity
2:30-2:33	3	Check in and Engagement / Registro y Compromiso <ul style="list-style-type: none"> • Report Follow Up from Last Meeting • Informe de la última reunión
2:33-2:35	2	Review objectives for this meeting / Revisar objetivos para esta reunión
2:35-3:00	25	<ul style="list-style-type: none"> • Objective 1: We will be able to review our current communication and plan for an increase in our parent communication. / Podremos revisar nuestra comunicación actual y planificar un cambio en nuestra comunicación con los padres. <p>Notes:</p>
3:00-3:20	20	<ul style="list-style-type: none"> • Objective 2: We will be able to review policies that are a challenge and discuss ideas on how to support and communicate policies with families. / Podremos revisar las políticas que son un desafío y discutir ideas sobre cómo apoyar y comunicar las políticas con las familias. <p>Notes:</p>
3:20-3:30	10	<p><i>Plan for first PTO meeting?</i></p> <p><i>Sub Committee and Members?</i></p>

Meeting #5 – February 8, 2021

Facilitator: Glenda L. Colon and Liz Dunnigan

Timekeeper: Nicole

Note taker:

Present Members: Glenda L. Colon, Nicole Torres, Liz Dunnigan

Objectives

Schedule ([60] minutes)

Time	Min.	Activity
2:30- 2:33	3	Check in and Engagement / Registro y Compromiso
2:33- 2:35	2	Review objectives for this meeting / Revisar objetivos para esta reunión
2:35- 3:00	25	<ul style="list-style-type: none">• Objective 1: We will be able to <p>Notes:</p>
3:00- 3:20	20	<ul style="list-style-type: none">• Objective 2: We will be able to <p>Notes:</p>
3:20- 3:30	10	