

## Marigold Elementary School Site Council Meeting Minutes

Wednesday, September 18, 2019

- I. Meeting Called to Order at 2:25 PM by Shawneese Heath
- II. Introductions (SSC Members in Attendance): Shawneese Heath (principal), Lesley Hess (Office Manager, classified staff), Trisha Morgan (2<sup>nd</sup> grade teacher), Niki Jones (parent), Sharon Brown (Kindergarten teacher), Clarissa Perkins (parent), Tammy Barnett (5<sup>th</sup> grade teacher), Julie Jenks (parent).  
Not present at meeting: Kevin Baker (parent) and Niki Figgins (parent)
- III. Elect School Site Council (SSC) positions
  - A. President – Clarissa Perkins (nominated by Shawneese Heath, seconded by Trisha Morgan, elected unanimously)
  - B. Vice President – Trisha Morgan (nominated by Sharon Brown, seconded by Niki Jones, elected unanimously)
  - C. Secretary – Julie Jenks (nominated by Lesley Hess, seconded by Trisha Morgan, elected unanimously)
  - D. Parliamentarian – Niki Jones (nominated by Shawneese Heath, seconded by Trisha Morgan, elected unanimously)
- IV. Review and Approve Safe School Plan 2019-20
  - A. Copies of the Draft Plan were distributed to those in attendance.
  - B. Parts of this Plan document are district policy and cannot be changed.
  - C. The major updates to the document are the updated maps, many of which have handwritten information due to the school's ongoing construction.
  - D. Safety procedures were discussed, including updated procedures for evacuation and lock-down, including Code Yellow and Code Red procedures, as well as procedures for communication with parents during potential incidents.
  - E. A revision was identified to update the means of communication with parents (p. 33) from the use of Remind to the use of Aeries Communication.
  - F. Julie Jenks moved to approve the Safe School Plan 2019-20 with the revision identified above. Tammy Barnett seconded. The motion was approved unanimously.
- V. Schedule Upcoming Meetings – the next School Site Council meeting will be held on Wednesday, October 23, 2019 at 2:30 PM in the Media Center and its agenda will include a review of LCAP.
- VI. Meeting Adjourned at 3:04 PM.