

SSC Minutes for Jefferson Elementary School

December 16, 2021 @ 2:45pm via Zoom

1.0 Opening/Roll Call:

Mrs. Daniela Baltazar called the meeting to order at 2:55 pm.

The meeting was held via zoom.

Members/Officers present: Ana Rivera, (Principal), Daniela Baltazar (APL), Maria Fricke (Chairperson/Teacher), Tara Ricker (Vice-Chairperson/Teacher), Mirian Vielma Cortes (Parent), Brenda Lopez (Teacher)

Members/Officers absent: Juana Rojas Villegas (Parent), Maria Solis (Secretary/Parent) Maria Rios (Parent) Diana Fernandez (DAC Rep./Parent)

Visitors: None

Quorum Established: Yes X No _____

2.0 Minutes

The minutes from the [October 21, 2021](#) meeting were read and approved. Mrs. Brenda Lopez (Teacher Member) made a motion to approve the minutes. Ms. Tara Ricker (Teacher Member) seconded the motion. Verbal vote taken, all in favor. Motion carried. Minutes from the October 21, 2021 meeting approved.

3.0 Open Forum (Items must pertain to the School Site council. Structure to be determined by council at the beginning of school year and noted in the Bylaws-Article V, Section F). Mrs. Baltazar explained to the council how parents can share a public comment with the SSC. They can send in their comments by email or phone call to be read and reviewed by the SSC. No public comments were received at this time.

4.0 Site Report

4.1 ELAC input on 2022-2023 Projected Budgets and Staffing

On December 15, 2021, Mrs. Baltazar shared with the ELAC committee the 2022-2023 proposed staffing and budgets. The ELAC members did not have any input or share any comments regarding the proposed staffing or budgets for next year. The ELAC members were in agreement with the proposed budget and staffing for 2022-2023.

5.0 Unfinished Business- None

6.0 New Business

6.1 2022-2023 Projected Budgets

Mrs. Baltazar shared with the committee the 2022-2023 Projected Budgets. She explained that the 2022-2023 projected budgets are being presented now for our school to submit our supplemental staffing for next year. She also shared that schools may spend up to 85% of each budget on staffing and fixed costs, and that through the Annual Review of the SPSA and the SPSA development process this spring, student and campus needs will be identified. The remaining 2022-2023 budget amounts not spent on staffing and fixed costs may be adjusted as needed to meet the identified needs. Mrs. Baltazar shared that the projected allocations for the 2022-2023 school year are \$232,511 in Title 1, \$341,360 in LCFF, and \$4,300 in Title 1 Parent Involvement. Mrs. Brenda Lopez (Teacher member) moved to approve the 2022-2023 Projected Budget. Mrs. Baltazar (Other Staff Member) 2nd the motion; roll call vote taken; all in favor (6 in favor, 0 opposed). Motion passed.

6.2 2022-2023 Supplemental Staffing

Mrs. Baltazar shared with the council the Planning Document for 2022 Supplemental Staffing, which shows the identified need, how the position supports the identified need, and how the position's support will be monitored for effectiveness. She shared the job positions the school will retain for next school year, and explained the identified need for each position being funded by our school. The school did not have to surplus any positions. She shared the 2022-2023 Staffing Form, which includes the job positions the school will keep for next year. They are the Academic Coach, Academic Program Leader, Specially Funded Clerk, and Teacher Tutor. Mrs. Baltazar asked the members if they had any questions or wanted to make any suggestions for the 2022-2023 proposed staffing or budgets. No suggestions or comments were made.

2022-2023 SPSA: Title I & LCFF Supplemental Staffing Form										
School:										
					2022-2023 Proposed Staffing					
2021-2022 Supplemental Staffing Funded in SPSA				2021-2022 Staff Funding Percent(s)		2022-2023 Staff Decisions		2022-2023 Staff Funding Percent(s)		School Site Council Meeting Date of Staffing Vote
Position	Type "Vacant" if unfilled *Add employee initials if two or more of the same position	Hours	TITLE I %	LCFF %	Retain "R"	Surplus "S"	Title I %	LCFF %		
Academic Coach		8 hr	75%	25%	R		75%	25%	ELAC Meeting Date providing input to SSC: <u>12/15/21</u>	
Academic Program Leader		8 hr		100%	R			100%		
Specially Funded Clerk	vacant	8 hr		100%	R			100%		
Teacher Tutor		5 hr	100%		R		100%			
									SSC Meeting Date <u>12/16/21</u> *SSC Minutes contain a copy of this chart and clearly record decisions/vote	
Proposed New 2022-2023 Staff Position(s) - requires BCSD District Approval					Funding Percent(s)					
Position		Hours			Title I %		LCFF %			

Miss. Tara Ricker (Teacher member) moved to approve the 22-23 Staffing presented on the Staffing Form Above. Mrs. Frickel (Teacher Member) 2nd the motion; roll call vote taken; all in favor (6 in favor, 0 opposed). Motion passed.

7.0 Reports

7.1 DAC

- X No Report-Mrs. Baltazar shared the synopsis from the last meeting on November 2, 2021 via Zoom.
- Attended DAC & Reported...
- Did not attend DAC & Reported...

7.2 DELAC

- X No Report-Mrs. Baltazar shared the synopsis from the last meeting on December 8,

2021 via Zoom.

- Attended DAAPAC & Reported...
- Did not attend DELAC & Reported...

7.3 [District African American Parent Advisory Committee \(DAAPAC\)](#)

- X No Report - Mrs. Baltazar shared the synopsis from the last meeting on November 16, 2021 via Zoom
- Attended DAAPAC & Reported...
- Did not attend DAAPAC & Reported...

7.4 Family and Community Engagement (FACE) - Mrs. Campas was not present at the meeting, so no report was shared. The upcoming FACE calendar will be shared in January.

8.0 Announcements

8.1 Next SSC Meeting, Thursday, January 6, 2022 @ 2:45pm via Zoom

9.0 Adjournment

Mrs. Daniela Baltazar (Other Staff Member) made a motion to adjourn the meeting. Ms. Rivera (Principal) seconded motion. Verbal vote taken, all in favor. Motion carried. Meeting adjourned at 3:20 pm.

Respectfully submitted,

SSC Chairperson, Maria Frickel

Principal, Ana Rivera