

**STEERING-SITE COUNCIL**  
**MIDDLE SCHOOL SITE COUNCIL MEETING MINUTES**  
**September 9, 2024 at 3:30 pm**  
Evergreen Middle School Library

1. **Call to Order:** Principal White called the Middle School Site Council Meeting to order at 3:30.
2. **Introduction and Greetings:** Principal White thanked the members for joining.
3. **Roll Call:** Roll call was taken  
Members present: T. White, H. Moore, J. Collins, S. Silveira, A. Brouillette, K. Rulon, P. Wigno  
Members absent: R. Enyart, K. Knott, J. Martin  
Guests: None  
*(A quorum constitutes a majority of the membership = 5 out of 9 members.)*
4. **Approval of Agenda**  
Motion to approve was made by: S. Silveira  
Motion was seconded by : K. Rulon  
Voting: Unanimously Approved
5. **Approval of Minutes:** [May 13, 2024](#)  
Motion to approve was made by: H. Moore  
Motion was seconded by: S. Silveira  
Voting: Unanimously Approved
6. **School Plan for Student Achievement (SPSA) update on goals (if applicable)**
  - o Academic -[historical data sheet](#) - Reviewed our growth and how it pertains to LCAP and SPSA.
  - o Attendance: 94.58% up from 92 %. The importance of attendance and how we are so close to our goal of 95%
  - o Suspension: Suspension Rate: 6.4% down from 9.73%. Reviewed why this is important as well as the state expectation for suspension rate.
7. Discussion or Action Item
  - a. **Introduce New Members**  
New members introduced themselves and their role (parent, teacher, etc).
  - b. **Share [Bylaws](#)**  
Went over the bylaws. The biggest discussion was over the officers and the historical context. Council agreed that it didn't make sense to elect officers.

**c. Train New members -**

Principal White trained the new members, discussing the role of Site Council membership. In summary, members are to:

- Attend all meetings;
- Participate by asking questions and sharing ideas;
- Be committed to the process; and,
- Be respectful of other members as each member was elected as a representative of their peers.

**d. Review Calendar [2024/2025](#) -** The calendar was reviewed.

**e. Elect Officers -** Officers were not elected. The team discussed and unanimously agreed that this was not necessary.

**f. Review [LCAP](#) & [SPSA](#)**

We reviewed both the LCAP and SPSA summaries and discussed how they complement each other. We covered all the goals and their importance. P. Wigno explained the source of the 5% growth and the allocation of funds from the CDS LCAP. Additionally, J. Collins expressed interest in the funds and the possibility of building a special needs playground. The longest discussion focused on parent feedback and strategies for improving communication with families, as well as preparing them for high school.

**g. Update Comprehensive [School Safety Plan](#):**

The School safety plan was reviewed, but no action was taken. The school is still waiting on the DIR-S lockdown system to take place.

**8. Evaluation of Meeting:** S. Silveira said it was run well and with precision.

**9. Future Agenda Items:**

1. Review Goals for School Plan for Student Achievement
2. Review Budget for School Plan for Student Achievement
3. Revise, Update, and Approve School Plan for Student Achievement

**10. Next Meeting:** October 14, 2024

**11. Adjournment:** Meeting was adjourned at 4:12

Motion to approve was made by: S. Silveira

Motion seconded by: A. Brouillette