



**Anderson Valley Elementary School  
School Site Council  
Meeting Agenda /Minutes**  
Date **Wednesday, December 9, 2020**  
Time: **3:30**  
Location: Google Meeting  
[meet.google.com/pxx-jtpz-ecp](https://meet.google.com/pxx-jtpz-ecp)

**SSC Members**  
Teacher: Carolyn Livingston  
School Staff: Vanessa Spacek (Recording Secretary)  
Parents: Sam Inman (Chairperson), Kristin San Miguel, Anya Farquhar  
Administrator: Sid Frazer (Co-Chairperson)

Item	Action/Outcome	Minutes
Welcome	Call to Order and sign-in	Attendees: Kristin San Miguel, Carolyn Livingston, Vanessa Spacek, Sam Inman, Sid Frazer, Anya Farquhar
Approve minutes	<a href="#">11/10/20 Minutes</a>	Carolyn moved to approve the minutes from 11/10/2020, Kristin seconded the approval of the minutes Did we resolve the need to have a SSC committee member on the Superintendent search committee? <ul style="list-style-type: none"> <li>- Kristin responded with the board meeting decisions last night. <ul style="list-style-type: none"> <li>- The board will hire a consultant, paid for by the county office of education, to spearhead a lot of the work.</li> <li>- The search committee will be called upon for opinions, will review applicants and will conduct and be part of interviews.</li> <li>- Sam will be SSC representative on the comm.</li> </ul> </li> </ul>
Orientation to SSC #2	<a href="#">San Diego Unified</a> (G-Slides) <ul style="list-style-type: none"> <li>● Review slides <ul style="list-style-type: none"> <li>○ Greene Act <ul style="list-style-type: none"> <li>■ <a href="#">Slide Presentation</a></li> </ul> </li> </ul> </li> </ul>	<b>School Site Council: Roles and Responsibilities</b> Slide Presentation - Sam / Carolyn presented. <ul style="list-style-type: none"> <li>- Sid gave an overview of Brown act versus Green act. <ul style="list-style-type: none"> <li>- Robert's Rules will be our reference for rules if an issue comes up.</li> </ul> </li> </ul>
Bylaws	Discuss/Adopt Bylaws <ul style="list-style-type: none"> <li>● <a href="#">AVES Sample Bylaws</a></li> </ul>	Bylaws - <ul style="list-style-type: none"> <li>- Kristin - Are elected members officers? <ul style="list-style-type: none"> <li>- They are elected members, not necessarily officers. You can be an elected member and</li> </ul> </li> </ul>

		<p>not necessarily an officer.</p> <ul style="list-style-type: none"> <li>- Sid - We should send out a flyer advertising site council membership. <ul style="list-style-type: none"> <li>- Sam commented that we should try and do this in the future.</li> </ul> </li> <li>- Committee Members? Kristin what would a quorum look like? What would a vote look like?</li> <li>- Sid answered all voting will be brought back to the SSC committee.</li> <li>- We agreed to simplify article VI.</li> <li>- A draft calendar will be set each May.</li> <li>- Meetings will be publicized on district and or site websites and posted at the school.</li> <li>- Anya suggested a school newsletter.</li> <li>- Sam asked about the parent involvement plan. Can we make sure parents know what the site council is? Do they know they are invited to be on it?</li> <li>-How long in advance can an amendment to the agenda be posted.</li> </ul> <p>Reviewed all questions and comments. Proposal for Sid and Sam to make amendments and bring back to the next.</p>
Playground Structure	Update: The playground structure is pursuing funding from the CSD.	Did not cover
New draft district website	<a href="https://test.avpanthers.org">https://test.avpanthers.org</a> <ul style="list-style-type: none"> <li>● comments/feedback</li> </ul>	Kristin - Had a question. <ul style="list-style-type: none"> <li>- Did not cover</li> </ul>
Communication Tools	(From previous meeting) Reminders Group text and/or email Google calendar with alerts Shared google drive, folder, documents	Did not cover
Next Meeting	Date: <b>Wednesday, January 13, 2021</b> Agenda Items <ul style="list-style-type: none"> <li>● Continue orientation (members preview prior)</li> <li>● Mandated responsibilities <ul style="list-style-type: none"> <li>○ Sid is communicating with MCOE to confirm/clarify mandated responsibilities</li> </ul> </li> </ul>	Sam made a motion to table Playground, website and Communication tools until the next meeting. Sid seconded the motion. These will be on the agenda for the next meeting.
Member Reference	<a href="#">Function and Operation of School Site Councils</a>	

	<ul style="list-style-type: none"><li>• Sonoma County Office of Ed. <a href="#">How Do SchoolSite Councils Work?</a></li><li>• Ed100</li></ul>	
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**Meeting Dates:** Oct 14th, Oct. 28th, Nov 10th, Dec. 9th, Jan. 13th, Feb. 10th, March 10th, April 14th, May 12th, June 9th