**SSC Meeting Minutes**

September 20, 2018  
3:15 – 4:25

Members Present: Jennifer McMahon, Cher Situm, Laura Lewis, MaryBeth Wettig, Kevin Coley, Kim Six, Krissy Poole, Vickie Hutchins, and Barbara Jones

3:15 – Jennifer – Meeting called to order. Welcomed everyone.

3:20 – Jennifer reviewed Public Comment – Jen spoke about the skate park proposal that the town council met about on 9/18/18. Skate Park is proposed for installation at Sycamore Park on the grassy area between the Baccei Ball area and the fountain. They voted to accept the study. But more information will need to be gathered (ie. More bathrooms are needed, etc.). No money available at this time to fund. New study needed.

3:25 – Jennifer – Member introductions – greeted two new members  
 - May Minutes – Jennifer motioned to approve the May minutes  
 MaryBeth seconded the motion  
 Minutes approved.  
 - By Laws – Jennifer motioned to approve the updated By Laws  
 Kim Six seconded the motion  
 By Laws – updated approved.

3:40 – Cher   
 1) Cher spoke about the new TSA, Dwight Pratt and will show the Site Council Committee the new Maker Space room, at the end of the meeting. Any craft items you may have at home, please donate to the Maker Space room. We plan to as the GATE families to donate $60 per GATE student to purchase the Spires for coding. This is a wonderful activity. Maker Space will be open Monday’s and Tuesday’s. Dwight has an administrative credential, so can hold SST and other meetings without Cher present. This will free up some time for Cher to work on other projects.

2) Cher reviewed the Emergency & Safety plan. The emergency rout is posted in every room.   
 \*\* There is also an emergency kit – Bucket and Backpack with supplies in every room.  
 \*\* We have a new family to Sycamore who are the leads for the Emergency Preparedness on campus.   
 \*\* The Dad is a Paramedic and is checking supplies and offering suggestions.  
 \*\* In October we will have Run/Hide/Defend training with Danville Police Dept.  
 \*\* Emergency Plan for 18/19 – we have drills each month to help train students and staff in case of an actual emergency. The drills include: Lockout / Lockdown / Evacuate / Shelter in Place. The staff all have the REMIND APP. This is a great way to silently communicate during drills and an emergency.  
 \*\* Emergency Handbook for 18/19 – Plan has been updated w/ current staff. Two corrections will be made – remove Manuel Martinez (custodian), remove M. Hammer (music teacher). Cher spoke about the Emergency Gas Shut off tool and where the shut offs are located.  
 \*\* Parents are encouraged to subscribe to the emergency notification system, which will send a text in the case of an emergency. Parents should subscribe by texting 684-53. This will be helpful for   
Re-Unification.   
 \*\* James Corral is our new District Safety Officer. He is in the process of updating the district security policy and procedures and practices which include: Cameras / Gates / Fencing, etc. He was in charge of the Active Shooter drill that was held in August in conjunction with the Danville Police Dept. and Danville Fire Dept. DFD and DPD are pleased that the school district is on board with drills. DFD & DPD have been doing Active Shooter drills for 10-15 years and are happy that the schools/staff, etc are now participating.   
 \*\* Cher will inquire about a ‘lockbox’ on the exterior of our campus with a master key for DPD & DFD to access campus when locked.

3) Cher spoke of student achievement data. We do not have specific data yet, over all we did well.

4) Cher spoke of Combo Teachers – we have learned that that Combo Teachers received   
5 Para hours paid from District or 1 release day or 1 additional Prep time.  
 \*\* classroom donations are at 75-80% this year.. Kinder is really the only grade that the donations are down. This may be due to educating the parents on the importance of Shark Fund and how the funds help the students.

The group then walked over to Room #5 to view the Maker Space room.

Jennifer will provide dates of upcoming meeting to be posted on the school website.

4:25 - Meeting was adjourned