

Santa Monica High School
School Site Council Meeting Minutes

Tuesday, September 19, 2023

4:00 PM

Room D205

Compiled by:

Bre Snyder, Amy Chapman

Members Present:

1. Amitis Akbari
2. Amy Chapman
3. Tova Larsen
4. Veronica Garcia-Hecht
5. Jennifer Cown
6. Jacob Gilshteyn
7. Shayna Kadish
8. Michelle Lyles
9. Bre Snyder
10. Marae Cruce
11. Mele LeVeaux

Others present:

1. Greg Pitts (administration)
2. Claudia Seizer (parent)
3. Angela Scott (parent)

I. Welcome

II. Outcomes for the day):

○ **Presentation**

■ **Understanding the Role and responsibilities of SSC**

- **Why SSC is important**
 - Provide our highest need youth and families opportunities to participate
 - Connect evidence of student learning
- **Who is SSC?**
 - Educational partners (group of people elected by their peers) to develop the SPSA
 - A total of 16 members (4 students, 4 parents, 1 principal, 4 teachers, 3 classified staff)
- **What do you need to know?**
 - Members in SSC must be trained in

- Legal requirements
 - Data analysis
 - Fiscal resources
 - Program requirements
 - District policies and level plans LCAP
- Legal Requirement #1
 - If we have title 1 funds, then we must have a SSC
 - (Samo does not receive title 1 funds)
 - We must present the SPSA
- Legal Requirement #2
 - Must be board approved, but does not need to be submitted to the CDE
- Legal Requirement #3
 - We need to have multiple “eyes” to view the plan (SPSA), must present this information to ELAC (English learner advisory committee)
- Legal Requirement #4
 - A complaint may be filed through the Uniform Complaint Procedure (UCP) if a district has not complied with the requirements of SPSAs and for SSCs.
- Legal Requirement #5
 - SSC must develop the SPSA
 - The superintendent of a school district must review the SPSA submitted to ensure that the specific actions included in the LCAP are consistent with strategies included in the SPSA
- Legal Requirements #6
 - SPSAs may serve as school improvement plans required under federal law for schools identified for targeted support or comprehensive support.
- Legal Requirement #7
 - The SPSA must be approved by the board each year.
- Questions
 - If Samo is not a title 1 school, are there some title 1 schools in our district? Yes
- Seven Steps for Developing the SPSA (*ELACs are required to be part of steps 1-3 as an advisory committee to the SSC & SSCs are required to be trained on the process/actively involved in each step*)
 - Analyze student data
 - Measure the effectiveness of current strategies
 - Identify goals and key improvement
 - Define timelines, personnel and expenditures
 - Recommend the SPSA to the local Governing Board
 - Implement the SPSA
 - Monitor Implementation
- SSC Must follow the Greene Act

- Must be open to the public
 - Public may address the council
 - Meeting notice posted 72 hours in advance
 - Notice must specific date, time and place
 - Council action limited by the posted agenda
 - Questions or information need not be on the agenda
- What should the Minutes include?
- Nominations
 - Chair: Mele LeVeaux
 - Vice Chair: Jacob Gilshteyn
 - Secretary: Amitis Akbari & Shayna Kadish
- School Goals & Schoolwide Learner Outcomes (SLOs)
 - We are in a WASC year (overview given of the WASC process and connection to goals and SLOs)
 - Questions
 - How often do we revisit the school goals?
 - Do people embrace/understand Goal 2 in regards to the notion that things that help our EL population are strategies that are helpful for all learners?
- Samohi Comprehensive School Safety Plan
 - Purpose and process
 - Common procedures and policies for fires, earthquakes, and shelter in place/lockdown
 - Take the initial plan and make adjustments
 - Needs to be approved by SSC
 - Overview of Plan Updates - *Board Approval Pending (October 19, 2023 BOE Mtg)*
 - Ed Code/Discipline
 - Drills Schedule
 - Emergency Evacuation Plans Maps
 - School Emergency Response Team
 - Emergency Contact Members- Site/District
 - Specific Emergency Procedures/Preparedness (Board Policies)
 - District Safety Training
 - De-Escalation Strategies
 - Safety Solutions to control risk
 - Situational awareness
 - Improvised Weapons
 - Upcoming Emergency Drills
 - Planning Overview:
 - Communication
 - Variety of Scenarios
 - Evacuation Routes
 - Review and Feedback
 - Realistic Scenarios
 - Special Needs Considerations
 - Great ShakeOut -- October 10/19

- Growth Areas
 - More participants
 - Inform and train all who have roles at the command center
 - Train new teachers and subs
 - Drills Moving Forward
 - Shelter in Place
 - Earthquake
 - Fire
- Comprehensive School Safety Plan Overview
 - Updated Chain of Command
 - Updated maps to include campus changes (discovery, outdoor pool, construction zone)
- Questions/comments :
 - PBL Question: If PBL is considered a part of Samohi, should Samo parents get communication about incidents that take place off campus at the PBL? (Referencing incident at PBL earlier this school year)
 - Safety plan for students in PBL is dependent upon which school site they are in
 - Communication is site specific, and will continue to be updated
 - Should we consider adding a footnote to the plan given that students are sometimes attending schools at different sites?
 - How are the emergency evacuation routes communicated to teachers and students?
 - Teachers are given updated routes in their emergency binders.
 - Teachers communicate routes/procedures to all classes each drill day
 - Reminder (follow up from a conversation we had last year), we need to assure parents that in an emergency, students are typically safest at school, so they shouldn't immediately come to the school to pick up their students.
 - We have higher building codes and emergency services are coming here first.
 - This line of messaging has been communicated with the district PR person, so it is ready to be communicated in case of an actual emergency.
 - Post Events/Incidents - Could the communication be quicker (so responsive in the moment or as soon as possible) and continued (in the days following an event)? (In regards to crisis counselors post events, etc)
 - We communicate our services often to the students but not to the parents.
 - Could there be a BTSN of sorts for the safety plan for parents?
 - September focuses on attendance while October focuses on safety.
 - In the October communication, this information will be communicated (evacuation plan, that Samo is the safest place to be, etc).

III. Motion to approve the safety plan

Approved by: Veronica Garcia Hecht

Seconded: Jacob Gilshteyn

IV. Closing

Motion to end the meeting:

Approved by: Breanna Snyder

Seconded: Amy Chapman

Meeting ended at 5:35 pm .