



**Meeting Minutes**  
San Diego Unified School District

SSC Meeting Minutes \

**Cadman Elementary School**  
SSC Meeting  
January 19, 2022

**MEMBERS PRESENT:**

- |   |   |   |                               |
|---|---|---|-------------------------------|
| <input checked="" type="checkbox"/> Linda Trousdale | Principal                               | <input checked="" type="checkbox"/> Monica Morelli                | Parent (1 <sup>st</sup> yr.)  |
| <input type="checkbox"/> Lisa McIntyre              | Classroom Teacher (1 <sup>st</sup> yr.) | <input checked="" type="checkbox"/> Cindy Davis (DAC)             | Parent (2 <sup>nd</sup> year) |
| <input checked="" type="checkbox"/> Heather Allan   | Classroom Teacher (1 <sup>st</sup> yr.) | <input checked="" type="checkbox"/> Alexis Croudy (2 Year Term)   | Parent (1 <sup>st</sup> yr.)  |
| <input checked="" type="checkbox"/> Yvonne Robles   | Classroom Teacher (1st yr.)             | <input checked="" type="checkbox"/> Heather Anson (2 Year Term)   | Parent (2 <sup>nd</sup> year) |
| <input checked="" type="checkbox"/> Darla Razzani   | Chair                                   | <input checked="" type="checkbox"/> Tiffany Hoskins (2 Year Term) | Parent (2 <sup>nd</sup> year) |
|   | Other school personnel (1st yr.)        |   |                               |

Quorum was met

**Guest Name**

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order	• SSC Chairperson, Yvonne Robles	Meeting was called to order at 7:33 a.m. using the ZOOM platform to conduct the meeting.
2. Public Comment	Open	Mrs. Allan congratulated Cindy Davis for being elected to the DAC executive Board. She was nominated as 1 <sup>st</sup> Vice Chair.
<ul style="list-style-type: none"> <li>➤ SSC Business</li> <li>➤ Welcome</li> <li>➤ Approval of Minutes</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item, Yvonne Robles, SSC Chairperson</li> <li>• Action Item: Approval of minutes for December 1, 2021 meeting: SSC Chairperson- Yvonne Robles</li> </ul>	<ul style="list-style-type: none"> <li>• Information – Thank you all for being here.</li> <li>• Cindy Davis made a motion to approve the December 1, 2021 minutes. Alexis Croudy seconded the motion. Motion passed 9-0.</li> </ul>

<ul style="list-style-type: none"> <li>➤ Attendance Data review (December 2021 and January 2022)</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion- We looked at the data for the combined months of December 2021 and January 2022. Our attendance rate for the last month was 86.04% and year to date attendance is 90.51%. We are not focusing on incentives currently, as scholars must remain out if they have COVID-like symptoms.</li> </ul> <p>Mrs. Trousdale also shared information on the K-12 Decision Tree for K-12 schools and answered some additional questions from the team. We discussed masks, COVID testing and a few other items. Mrs. Trousdale shared that we are well stocked with the PPE that we need at Cadman and that we have been very fortunate in our ability to cover classes.</p>
<p>3. Data Review</p> <ul style="list-style-type: none"> <li>• School Accountability Report Card (SARC).</li> </ul>	<ul style="list-style-type: none"> <li>• Information- Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion – The SSC discussed that the annual School Accountability Report Card is due on January 21, 2022 at 5pm.</li> </ul>
<p>4. School Plan for Student Achievement</p> <ul style="list-style-type: none"> <li>➤ Goal Review –</li> </ul>	<ul style="list-style-type: none"> <li>• Information- Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Discussion- Items will be discussed in the budget section</li> </ul>



<ul style="list-style-type: none"> <li>• Site Based Budget Timeline – opens on January 26, 2022 and closes on February 25, 2022 for Elementary sites (need to add an additional SSC day to finalize the budget)</li> </ul>	<p>Request to transfer \$1,407.00 from 30106 00 3000 1000 1110 01000 0000 (benefits)</p> <p>To: 30106 00 3000 2490 0000 01000 0000 (Benefits)</p> <p>Request to transfer: \$2,000.00 from 30106 00 1957 2100 0000 01000 0000 (Non Clsrn Tchr Hrly)</p> <p>To: 30106 00 1986 2490 0000 01000 0000 (Retired NonClsrn Tchr Hrly) to provide literacy acceleration and support SPSA goals.</p> <p>Request to transfer \$ 400.00 from 30106 00 3000 2100 0000 01000 0000 ( Benefits)</p> <p>To: 30106 00 3000 2490 0000 01000 0000 (Benefits)</p> <ul style="list-style-type: none"> <li>• Information Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Discussion – The SSC looked at the budget timelines for the SBB and the finalization. We decided to set our additional meeting at our February 2, 2022 meeting as Mrs. Trousdale expects to have more information about the timeline. She also shared that she will be collaborating with the principals from Bay Par and Toler during the budget build.</li> </ul>
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ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>6. DAC and ELAC</p> <ul style="list-style-type: none"> <li>➤ DAC Report</li> </ul>	<ul style="list-style-type: none"> <li>➤ Informational- Cindy Davis, DAC representative</li> </ul>	<ul style="list-style-type: none"> <li>• Mrs. Davis had shared the links from the December 2021 DAC meeting with everyone in a previous email.</li> <li>• She shared that there is a focus to help schools not leave any Title I dollars on the table. There was discussion at the DAC meeting that many of the funds were tied to using staff resources like Visiting Teachers etc. and that during the pandemic, it was hard to use all the funds given the health and safety concerns.</li> <li>• The Superintendent Search has been postponed due to Health and Safety with the new variant as some of the meetings were scheduled to be in person opportunities to meet the two candidates. Both candidates are still in the running.</li> <li>• The redistricting does not affect the school that scholars attend.</li> <li>• The Ed Center does offer student and staff COVID testing. They had to make a shift to no longer allow family members to use that location.</li> <li>• THE ESSER funds (emergency funds that were allocated) are being used to align supports with district LCAP goals.</li> </ul>

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>➤ ELAC Report</p>	<ul style="list-style-type: none"> <li>• Informational: No Report</li> </ul>	<ul style="list-style-type: none"> <li>• California Healthy Kids Survey – Mrs. Davis shared that this was a big topic of conversation at the DAC meeting as people have a difficult time interpreting the data. Sharon Ruvacabla was there and is willing to have discussions and see what is possible moving forward. Some ideas were to use the data to support the LCAP goals, review environmental indicators such as bullying and connections with adults. There was also discussion about the length of the assessment.</li> <li>• The new Title I rankings were also shared and they will be used with the new budget build.</li> <li>• No discussion</li> </ul>

**Meeting Adjourned at 8:08 a.m.**

**Minutes recorded by Linda Trousdale, Principal –SSC**

**Next Scheduled Cadman Elementary SSC Meeting: February 2, 2022**

**7:30 -8:30 a.m. via Zoom/Hybrid**