



**Meeting Minutes**  
San Diego Unified School District

SSC Meeting Minutes \

**Cadman Elementary School**  
SSC Meeting  
February 2, 2022

**MEMBERS PRESENT:**

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

**Guest Name**

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order	• SSC Chairperson, Yvonne Robles	Meeting called to order at 7:34 a.m. using the ZOOM platform to conduct the meeting.
2. Public Comment	Open	No Public Comment
<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 January 19, 2022 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 January 19, 2022 minutes. Alexis Croudy seconded the motion. Motion passed 9-0.</li> </ul>

<ul style="list-style-type: none"> <li>➤ Attendance Data review 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 January 2022. Our attendance rate for the last month was 84.67% and year to date attendance is 89.70%.</li> <li>• Mrs. Trousdale shared that the first week of January we had a high number of scholars and staff absent. Numbers are trending down and that is a positive thing. We are now able to send Close Contact letters to a specific classroom rather than the whole school.</li> </ul>
<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 –Mrs. Trousdale shared that the SARC was completed and submitted.</li> </ul>
<p>4. School Plan for Student Achievement</p> <ul style="list-style-type: none"> <li>➤ SPSA approved</li> <li>➤ SPSA Goal Review</li> </ul>	<ul style="list-style-type: none"> <li>• Information- Linda Trousdale, Principal</li> <li>• Information Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Discussion – Mrs. Trousdale provided the SSC a copy of the Board of Education approved document for the 2021-2022 school year.</li> <li>➤ Discussion – Mrs. Trousdale will create a document that allows us to easily look at the goals and progress during our meetings.</li> </ul>
<ul style="list-style-type: none"> <li>• Budget</li> <li>• Review of current funds</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 reviewed the current budget. All of the moves requested in the Title I Basic (30100) and Title I Supplemental (30106) were approved and have been moved. Still waiting on the approval for the moves requested in LCFF (09800)</li> </ul>

<ul style="list-style-type: none"> <li>• Budget Review from 2021-2022 SBB</li> <li>• Budget DRAFT for 2022-2023 SBB</li> <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>	<ul style="list-style-type: none"> <li>➤ Information- Linda Trousdale, Principal</li> <li>➤ Information- Linda Trousdale, Principal</li> <li>➤ Action Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>➤ Discussion- Mrs. Trousdale shared the budget template that had been used for this year. The template used shows a 4-year trend of staffing and budget planning.</li> <li>➤ Discussion – Mrs. Trousdale shared that full budgets and staffing are still not completely released. It should be available very soon. She has a meeting scheduled with the Area Superintendent and two other principals to discuss budget strategies this afternoon. She will be meeting with the Area 2 budget team on Friday.  We had a robust discussion about the literacy acceleration and if we were seeing growth overtime and growth with the upper grade scholars. We talked about the gap that exists as reading instruction was virtual for a significant amount of time. We have been able to have more cycles of literacy acceleration, which has also been beneficial. The team discussed the possible expansion of licenses for using EPIC after school for some scholars. Other ideas such as using Readworks.org, using Libby form the public library or “Becca” Benchmark to read books to scholars. An additional idea was to explore more of the accessibility options that are already built in and do some workshops for families so they are aware of the components. The office of Family and Parent Engagement could also provide workshops to families. We are meeting scholars at their point of need, yet maybe we need to find out more about their reading interests.</li> <li>➤ Voting – Mrs. Trousdale proposed that we add an additional budget meeting on February 23, 2022 to finalize the budget. All members were in favor of the additional meeting.</li> </ul>
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ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>6. DAC and ELAC</p> <p>➤ DAC Report</p>	<p>➤ Informational- Cindy Davis, DAC representative</p>	<ul style="list-style-type: none"> <li>• Mrs. Davis shared the information from the January 2022 DAC meeting with everyone.</li> </ul> <p>The DAC is asking about the challenges of spending funds as many sites had put their funds into positions or people and many of those have not been spent due to the staffing shortages during the pandemic. Mrs. Trousdale shared that at Cadman, we moved our funds out of the Visiting Teacher lines for Professional Development as there were not visiting teachers available. Mrs. Davis also shared that right now even with funds available schools are hesitant to bring on new things. Everyone is stretched very thin and taking on new things requires time to plan and process the new ideas.</p> <p>COVID protocols – There is continued conversation about the mask mandates.</p> <p>Counseling supports in schools –Counseling and Guidance department and Nursing and Wellness are working on getting more Social – Emotional (SEL) supports to schools. There is still a great need and new things bubble up for scholars and families at unexpected times. Schools and families need more resources. They are asking what are the expectations from families of SEL support at school? Also conversation about what to expect from the School Counselor? Are there boundaries of support for a school counselor related to SEL and Mental Health concerns? What tools and resources are available?</p>

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>➤ ELAC Report</p>	<ul style="list-style-type: none"> <li>• Informational: No Report</li> </ul>	<p>The pandemic has really taken an emotional toll on children. They need stability in their environments. That has been hard with student and staff absences. In conjunction there are home areas of concern that we many not always be aware of.</p> <p>Cindy had sent links in an email fi the team wants additional information on any of the topics.</p> <p>They met with Legislative Aides to try to preserve the hybrid/in person model of holding meeting. They are trying to have it approves as a new law. It provided more access to all families if they have the option to attend in person or online.</p> <ul style="list-style-type: none"> <li>• No discussion</li> </ul>

**Meeting Adjourned at 8:31 a.m.**

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

**Next Scheduled Cadman Elementary SSC Meeting: February 23, 2022**

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