



**Meeting Minutes**  
San Diego Unified School District

SSC Meeting Minutes

**Cadman Elementary School**  
SSC Meeting  
April 6, 2022

**MEMBERS PRESENT:**

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

Quorum met

**Guest Name**

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order	• SSC Chairperson, Yvonne Robles	Meeting called to order at 7:33 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 March 2, 2022 meeting: SSC Chairperson- Yvonne Robles</li> </ul>	<ul style="list-style-type: none"> <li>• Information – Thank you all for being here.</li> <li>• Monica Morelli made a motion to approve the March 2, 2022 minutes. Heather Anson seconded the motion. Motion passed 8-0.</li> </ul>

<ul style="list-style-type: none"> <li>➤ Member Resignation</li>   <li>➤ Attendance review</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item, Linda Trousdale, Principal</li>   <li>• Information item, Linda Trousdale-Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion – Mrs. Trousdale shared that Cindy Davis has resigned from both her position on the Cadman SSC and the District level DAC. As we are near the end of the year and we will wait to fill this position until we have elections for new member for the 2022-2023 school year. We are very grateful for all that Mrs. Davis has done to support our SSC.</li>   <li>• Discussion – Mrs. Trousdale 3 different looks at attendance. Our regular monthly attendance shows that we are at 91% attendance rate.</li>   <p>Then we looked at the rates for chronic absenteeism. Our SPSA goal is to reduce our chronic absentee rate to 5%. Given the pandemic guidelines and requirements to be home if symptoms of COVID are present, we are currently at a 37% chronic absentee rate. It is not likely that we will meet this SPSA goal given the Health and Safety Guidelines. Our grade level with the highest absentee rate was Kindergarten at 56% and our lowest was Grade 5 at 15%.</p> <p>The final document we reviewed was the Clairemont Cluster comparison of all the school in the cluster. The chart is only for the first 3 months of the year. Cadman was ranked 3<sup>rd</sup> in the cluster.</p> </ul>
<ul style="list-style-type: none"> <li>• Data Review Fountas and Pinnell (TK-2<sup>nd</sup>), DEMI – Math (Grades 3<sup>rd</sup>-5<sup>th</sup>), FASTbridge Reading (Grades 3<sup>rd</sup>-5<sup>th</sup>)</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion – Mrs. Trousdale is still working on calculating some of the data from the assessments. She is collaborating with the principals at Bay Park and Toler.</li> </ul>

<ul style="list-style-type: none"> <li>• School Plan for Student Achievement</li> <li>• Goal review</li> </ul>	<ul style="list-style-type: none"> <li>• Information Item, Linda Trousdale, Principal</li> </ul>	<ul style="list-style-type: none"> <li>• Discussion – Mrs. Trousdale shared a document that has the goals from the SPSA and tables to enter the data throughout the year. We went over each goal and talked about the data that we currently have. Mrs. Trousdale is working on a few of the pieces still. She shared that we are one of the few schools in the district that met the targets for the CAL_SCHLS in all three categories (Staff, Students and Families). The goal was 70% for all categories. Cadman had 80% student participation, 100% staff participation and 80% parent participation.</li> </ul>
<ul style="list-style-type: none"> <li>• Budget</li> <li>• Review of current funds</li> <li>• Budget Transfer in Title I Basic Program (30100)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Information- Linda Trousdale, Principal</li> <li>• Action Item- Linda Trousdale, Principal</li> </ul> <p>Request to move \$225.00 from 30100 00 2151 1000 1110 01000 0000 (Classroom PARAS Hrly) to 30100 00 1986 2490 0000 0100 0000 (Retired NonClstrm Tchr Hrly) to support Literacy acceleration in Goal 2 of SPSA.</p> <p>Request to move \$74.00 from 30100 00 3000 1000 1110 01000 0000 (Employee Benefits) to 30100 00 1986 2490 0000 0100 0000 (Retired NonClstrm Tchr Hrly) to support Literacy acceleration in Goal 2 of SPSA.</p>	<ul style="list-style-type: none"> <li>➤ Discussion – the SSC reviewed the current budget.</li> <li>• Voting - Alexis Croudy made a motion to approve the budget transfer requests. Heather Anson seconded the motion. SSC discussed aligning resources to support Literacy intervention and acceleration. The motion passed 8-0.</li> </ul>

<ul style="list-style-type: none"> <li>Budget Transfer in Title I Supplemental Program Improvement (30106)</li> </ul>	<p>Request to move \$1,000.00 from 30100 00 3101 2490 0000 01000 0000 (Benefits) to 30100 00 1986 2490 0000 0100 0000 (Retired NonClstrm Tchr Hrly) to support Literacy acceleration in Goal 2 of SPSA.</p> <ul style="list-style-type: none"> <li>Action Item- Linda Trousdale, Principal</li> </ul> <p>Request to move \$921.00 from 30106 00 1957 2100 0000 01000 0000 (Non Clstrm Tchr Hrly) to 30106 00 1986 2490 0000 01000 0000(Retired NonClstrm Tchr Hrly) to cover a shortage (216.00) and increase funds for Literacy acceleration in SPSA Goal 2.</p> <p>Request to move \$178.00 from 30106 00 3000 2100 0000 0100 0000 (Benefits) to 30106 00 1986 2490 0000 01000 0000 (Retired NonClstrm Tchr Hrly) for Literacy acceleration in SPSA Goal 2.</p> <p>Request to move \$1,000.00 from 30106 00 3101 2490 0000 01000 0000 Benefits) to 30106 00 1986 2490 0000 01000 0000 (Retired NonClstrm Tchr Hrly) for Literacy acceleration in SPSA Goal 2.</p>	<ul style="list-style-type: none"> <li>Voting- Alexis Croudy made a motion to approve the budget transfer requests. Heather Anson seconded the motion. SSC discussed aligning resources to support Literacy intervention and acceleration. The motion passed 8-0.</li> </ul>
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ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>6. DAC and ELAC</p> <p>➤ DAC Report</p>	<ul style="list-style-type: none"> <li>Informational- Monica Morelli, DAC representative</li> </ul>	<ul style="list-style-type: none"> <li>Mrs. Morelli shared the following links with the SSC.</li> </ul> <p>I hope everyone had a great break! Here are the links from March's DAC meeting:</p> <p>Repository of Best Practices:  <a href="https://docs.google.com/spreadsheets/d/1z2_uisVZ21iY02ZMr18rG0CTnEyvhayy/edit#gid=1698190033">https://docs.google.com/spreadsheets/d/1z2_uisVZ21iY02ZMr18rG0CTnEyvhayy/edit#gid=1698190033</a> (note: this document is in its infancy. The goal is to collect information from different schools/SSCs about intervention strategies and results, so that we can all learn from each other.)</p> <p>Family Engagement Updates:  <a href="https://drive.google.com/file/d/1thnmbd614IHup3TupLqPh_SIlwbCcANz/view">https://drive.google.com/file/d/1thnmbd614IHup3TupLqPh_SIlwbCcANz/view</a></p> <p>LCAP Goal 5: Family and Community Engagement Presentation:  <a href="https://drive.google.com/file/d/1HBK0dNwCA7hxmVRNtU-OjFg29u01aDbf/view">https://drive.google.com/file/d/1HBK0dNwCA7hxmVRNtU-OjFg29u01aDbf/view</a></p> <p>LCAP Metrics Presentation:  <a href="https://go.boarddocs.com/ca/sandi/Board.nsf/files/CCKUEX7BAC55/\$file/LCAP%20Metrics%20for%20DAC%2020220316.pdf">https://go.boarddocs.com/ca/sandi/Board.nsf/files/CCKUEX7BAC55/\$file/LCAP%20Metrics%20for%20DAC%2020220316.pdf</a></p> <p>The DAC is seeking input on the academic calendar. Everyone is encouraged to complete the survey.</p> <p>Michael Cosma is the new 1st Vice Chair as Cindy Davis stepped down.</p> <p>They reviewed the Repository of Best Practices and it will be evolving as more people provide input on ideas. They are looking for ideas for DAC and SSC interventions that have been successful.</p> <p>Pamela King gave a presentation and discussed the Healthy Kids Survey, COVID updates and the Virtual Academy for next year.</p> <p>School starts on August 29<sup>th</sup> for the 2022-2023 school year.</p>

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
<p>➤ ELAC Report</p>	<ul style="list-style-type: none"> <li>• Informational: No Report</li> </ul>	<p>LCAP Goal 5 – Family and Community Engagement, They are continuing to look for ways to build connections with families, communities, clusters and organizations.</p> <p>Ron Rode did a presentation on Data and Metrics related to the LCAP goals. He discussed the data for suspension and expulsions rates still needs to be worked on to be accurate. Additionally, he shared that there are many schools that do not have a functional SSC. Mrs. Trousdale asked what the criteria for that was and Mrs. Morelli said it is a complete roster and that minutes and agendas are being posted.</p> <ul style="list-style-type: none"> <li>• No discussion</li> </ul>

**Meeting Adjourned at 7:59 a.m.**

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

**Next Scheduled Cadman Elementary SSC Meeting: May 4, 2022**

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