

**SAN DIEGO UNIFIED SCHOOL DISTRICT**  
**Hancock Elementary School – SSC Meeting**  
**Date: October 18, 2021**  
**2:30PM via Zoom**

## Meeting Minutes

Members present:

**Staff**

**Parents/Community Members**

**Quorum was met**

- Irene Hightower, Principal (Permanent Member)
- Anne Gonzalez, Teacher (1<sup>st</sup> of 2-year term)
- Dawn Ong, Teacher (1<sup>st</sup> of 2-year term)
- Arlette Anquillano, Teacher (1<sup>st</sup> of 2-year term)
- Linda Rushton Other Staff (2<sup>nd</sup> of 2-year term)

- Chris Wolff, Parent (2<sup>nd</sup> of 2-year term)
- Amy Bull, Parent (2<sup>nd</sup> of 2-year term)
- Kelly Wolff, Parent (2<sup>nd</sup> of 2-year term)
- Maria R. Arguijo, Parent (2<sup>nd</sup> of 2-yr term)
- Kim Enciso, Parent (1<sup>st</sup> of 2-yr term)

Guests:

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
1. Call to Order	Irene Hightower, Principal	2:35 pm
2. Public Comments	Open	None at this time
3. SSC Business a. Approval of Minutes  b. SSC Future Meetings  c. Selection of Officers	Action Item: Approval of minutes for September 13, 2021.  Brown/Greene Act requirement  Action Item: selection of Chair, Co-Chair, Secretary	Minutes approved by unanimous vote; 1 <sup>st</sup> motion made by Dawn Ong; 2 <sup>nd</sup> Kim Enciso  Informational update on Brown/Greene act presented.  Voting approved by unanimous vote; 1 <sup>st</sup> motion made by Irene Hightower; 2 <sup>nd</sup> Kelly Wolff Chair is Dawn Ong, Co-Chair is Kim Enciso, Secretary is Anne Gonzalez
4. Data: None	None	None
5. SPSA: Target Update Goal 1	Informational	Focus on attendance. Irene shared information on how our Attendance Team works on chronic absenteeism. Items paid for out of the SPSA include the Attendance Clerk and additional time for the School Counselor both of whom are essential for the Attendance Team meetings.
6. Budget: transfers	Action Item: Irene Hightower, Principal	Motion made to transfer \$360 from Title I Parent Involvement (30103) from supplies to software that office staff uses for parent notifications, flyers, etc. (see attached budget strings) by Kelly; 2 <sup>nd</sup> by Kim. Approved by unanimous vote.  Motion made to transfer \$5000 from Title I Supplemental (30106) from Visiting Teacher for Professional Learning Community (PLC) meetings to Non Classroom Teacher Hourly. (see attached budget strings) by Irene; 2 <sup>nd</sup> by Kelly. Due to lack of substitutes district-wide teachers will be meeting after hours and be paid for their time to meet in PLCs to plan for instruction and interventions. Approved by unanimous vote.
7. DAC & ELAC a. DAC	Informational: Irene Hightower, Principal	DAC rep is still vacant. Irene will forward DAC information to parent representatives who are all eligible to attend and be a voting member. Only one vote per school will be available per meeting.

ITEM	DESCRIPTION/ACTIONS	MEETING SUMMARY
b. ELAC		Irene confirmed that Hancock completed the English Language Proficiency Assessment for California (ELPAC) on time despite the assessment glitches that occurred this fall.

**Meeting Adjourned @ 3:00 pm**

**Minutes Recorded By: Anne Gonzalez**

**Next Meeting: Monday, Dec. 13, 2021  
2:30 PM, zoom**