

**Morse High School**  
 SSC Meeting  
 October 1, 2019



**SSC MEETING MINUTES**

**MEMBERS PRESENT:**

Quorum was met

- |  |                             |  |                                    |
|--|-----------------------------|--|------------------------------------|
| _____ <input checked="" type="checkbox"/> Cynthia Larkin   | Principal (ex officio)      | <input checked="" type="checkbox"/> Joyce Orona        | Other – school personnel (1st yr.) |
| _____ <input checked="" type="checkbox"/> Joseph Duffy     | Classroom Teacher (1st yr.) | <input checked="" type="checkbox"/> Monica Irby        | Community Member (1st yr.)         |
| _____ <input checked="" type="checkbox"/> Gloria Guilas    | Classroom Teacher (1st yr.) | <input checked="" type="checkbox"/> Star Pleasant      | Parent (1st yr.)                   |
| _____ <input type="checkbox"/> Lourdes Sanchez             | Classroom Teacher (1st yr.) | <input type="checkbox"/> Yvette Black                  | Community Member (1st yr.)         |
| _____ <input checked="" type="checkbox"/> Arlene Benedicto | Classroom Teacher (1st yr.) | <input type="checkbox"/> Kristalyn-Rae Basa            | Student (1st yr.)                  |
| _____ <input checked="" type="checkbox"/> Alexis Sulit     | Student (1st yr.)           | <input checked="" type="checkbox"/> Joey Lynn Zaragoza | Student (1st yr.)                  |

**Guests:** Kaitlin Malcolm, Ashley Duren

ITEM	DESCRIPTION/ACTIONS	ACTION REQUESTED OF SSC MEMBERS
1. Call to Order	<ul style="list-style-type: none"> <li>Joseph Duffy: SSC Chairperson</li> </ul>	<ul style="list-style-type: none"> <li>Meeting was called to order at 3:39pm</li> </ul>
1. Public Comment	<ul style="list-style-type: none"> <li>Open</li> </ul>	<ul style="list-style-type: none"> <li>None</li> </ul>
1. SSC Business ➤ Approval of minutes	<ul style="list-style-type: none"> <li>Action Item: Approval of minutes for September 17<sup>th</sup>, 2019; Joseph Duffy, SSC Chairperson</li> </ul>	<ul style="list-style-type: none"> <li>Minutes viewed from the September 17th meeting. Ms. Benedicto approved minutes, Ms. Pleasant seconded. The council unanimously approved the minutes.</li> </ul>

<ul style="list-style-type: none"> <li>➤ Introduction of Newly-Elected SSC Members</li>   <li>➤ Review SSC Bylaws</li>   <li>➤ SSC Vote for Chairperson, Secretary, DAC representative</li>               <li>➤ Review SSC Responsibilities Checklist</li> </ul>	<ul style="list-style-type: none"> <li>● Informational: Joseph Duffy, SSC Chairperson</li>   <li>● Informational: Joseph Duffy, SSC Chairperson</li>   <li>● Action Item: Joseph Duffy, SSC Chairperson</li>             <li>● Informational: Joseph Duffy, SSC Chairperson</li> </ul>	<ul style="list-style-type: none"> <li>● ALL elections have been held and the results announced to the Council. The Council welcomed ALL newly elected members to the SSC.</li>   <li>● The Council reviewed the 2019-20 by-laws. The Council did not note any changes that need to be made to the bylaws.</li>   <li>● Roles in bylaws were reviewed by SSC members. Dr. Larkin explained voting procedures and what constitutes a quorum. Mrs. Guilas moved that Mr. Duffy be elected as 2019-20 chairperson. Dr. Larkin seconded. The council unanimously approved the motion.</li>   <li>● Dr. Larkin volunteered to serve as co-chair of the Council and this was seconded by Mr. Duffy. The council unanimously approved the motion.</li> <li>● VP, Ashley Duren volunteered to be the Council's secretary. The council unanimously approved via a vote.</li>   <li>● Dr. Larkin moved that Mrs. Pleasant be elected as DAC rep by and was seconded by Mr. Duffy. The council unanimously approved.</li>   <li>● Dr. Larkin reviewed the SSC Responsibilities checklist with the Council. Dr. Larkin reviewed the SSC Timelines handout and SPSA Timeline handout. Dr. Larkin explained that Morse's Council is on track based on the timeline provided. Mandatory Title I Parent Meeting was held during Morse's Back to School Night on September 18, 2019. Dr. Larkin also shared the</li> </ul>
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<ul style="list-style-type: none"> <li>➤ Review Upcoming District SSC Workshops</li>   <li>➤ Data Review: 3rd Friday Enrollment Numbers / Increase in FTE</li> </ul>	<ul style="list-style-type: none"> <li>● Informational: Dr. Cynthia Larkin, Principal</li>   <li>● Informational: Dr. Cynthia Larkin, Principal</li> </ul>	<p>Title I Parent and Family Engagement Policy and School Parent Compact with families on Back to School Night, Coffee with the Principal, and ELAC meeting for feedback. Dr. Larkin also shared the SPSA/Goals with SSC and ELAC. Morse is on track regarding the SSC Timeline.</p> <ul style="list-style-type: none"> <li>● School Site Council Training documents were reviewed by all members. Training dates- next is Oct. 2 @ 5:30 pm; also a PowerPoint training. FPMA also available to come to Morse to provide training, if needed. Council agreed to online training. Dr. Larkin will email Council the PowerPoint.</li> <li>● Enrollment data was reviewed. Morse was projected in Spring '19 for 1675 enrollment. Our enrollment is now 1752. Increase in enrollment means that we get either an increase or decrease in FTEs. Based on numbers Morse received a 2.6 FTE increase in staffing. District also mandated a .8 decrease in spec ed teacher FTE.</li> <li>● Morse plans to use our 2.6 FTE in the following way: .4 increase in English; 1.0 FTE math teacher; .6 FTE bio/science teacher. The .6 remaining FTE will be returned to 30100. Morse's SSC will fund a 2.2 FTE out of 30100 instead of 2.8 FTEs.</li> </ul>
<ul style="list-style-type: none"> <li>➤ SPSA: Review our revised goals based on feedback from SSC, ELAC, and Parents</li> </ul>	<ul style="list-style-type: none"> <li>● Informational: Dr. Cynthia Larkin, Principal</li> </ul>	<ul style="list-style-type: none"> <li>● SPSA has been reviewed by ELAC, SSC and Parents. Feedback was given and SPSA will be revised and brought to the November meeting. SPSA is due on Thursday, October 4th.</li> <li>●</li> </ul>

<ul style="list-style-type: none"> <li>➤ Budget: Review SSC budget</li> </ul>	<ul style="list-style-type: none"> <li>● Informational: Dr. Cynthia Larkin, Principal</li> </ul>	<ul style="list-style-type: none"> <li>● Dr. Larkin explained how the budget works and the amount of money allocated to Morse. \$597,794.00 has been allocated for the 2019-20 school year for Title I Program Improvement. Amount of budget used and remaining was reviewed. We have spent \$187,389.00 on teachers, as well as money expenditures on employee benefits. The remaining budget for this year is \$187,577 plus the .6 FTE that will be added as a result of the increase in allocations. A budget report will be reviewed at each Council meeting. Budget categories must align to a SPSA goal, which will be included in the SPSA.</li> </ul>
<p>DAC and ELAC</p> <ul style="list-style-type: none"> <li>➤ DAC Report</li> <li>➤ ELAC Representative update</li> </ul>	<ul style="list-style-type: none"> <li>● Informational: Arlene Benedicto; DAC Representative</li> <li>● Informational: Joyce Orona; Other – school personnel</li> </ul>	<ul style="list-style-type: none"> <li>● No DAC report</li> <li>● Morse will have an ELAC for the 2019-20 school year. First ELAC meeting held on September 24th. Dr. Larkin shared the SPSA and goals during this meeting and asked for feedback from ELAC. Next ELAC meeting is November 19, 2019.</li> </ul>
<p>Parent Involvement</p> <ul style="list-style-type: none"> <li>➤ Parent Update</li> </ul>	<ul style="list-style-type: none"> <li>● Informational: Joyce Orona; MHS Community Assistant II &amp; PTSA Representative</li> </ul>	<ul style="list-style-type: none"> <li>● PIQE classes are starting next week on October 10, 2019. Sessions/workshops will be held both in the mornings and evenings</li> <li>● PTSA parent meeting night Oct. 9 Seniors Disney night (\$200+)</li> </ul>

**Meeting adjourned at 4:28 P.M.**

**Minutes recorded by: Vice Principal Ashley Duren and Kaitlin Malcolm**

**Next meeting, Tuesday, November 5, 2019**

**Dr. Larkin reviews and edits prior to publishing for public**