



John F. Kennedy Middle College High School

Timberwolves are: *Responsible, Self-Advocates, Honest, Respectful, & Future-focused*

School Site Council Meeting Minutes

Wednesday, September 3, 2025

Call to order @ 2:49 PM

Establishment of Quorum

SSC Members in attendance – Andrew Roberts, Talya Sloan, Tae Sung, Noah Olguin, Rose Hofmann, Joy DeFraene, Robyn Orozco, Enrique Cano, Christy Cahill, Rob Yoshida

SSC members missing – None

Visitor – Colleen Lum

- I. Introductory Procedures
 - a. Call to Order
 - b. Welcome and Introductions
 - i. All attendees introduced themselves, their role, their student or grade, and their term year
- II. SSC Training, Information, & Discussion
 - i. Roles and responsibilities were covered by Mr. Roberts.
 - ii. Different types of funding were explained, and the composition of the 10-member council organization was discussed by Mr. Roberts.
 - a. Review Bylaws/School Site Council Duties and Responsibilities
 - i. Report of Election Result & Establishment of Quorum
 1. Covered by Mr. Roberts alongside the details regarding The Greene Act and Roberts' Rules of Order
 2. Planned meeting dates are 9/3/25, 10/1/25, 12/10/25, 2/4/26, 4/8/26, and 5/6/26 at 2:45 PM via Zoom
 - ii. **Action Item** – Election of Officers
 1. Mr. Roberts shared the description of the three cabinet roles and asked if any members had questions. Mr. Roberts opened the positions up for nominations. Tae Sung and Noah Olguin nominated/motioned Rose Hofmann as Chairperson. Rose accepted. Rose nominated/motioned Noah Olguin as Vice Chairperson and Noah accepted. No other nominations were made. Joy DeFraene nominated the three parents for secretary. Talya Sloan and Christy Cahill declined. Tae Sung was motioned and accepted.
 - *T Sung asked if he could utilize AI to help with minutes?*
 - i. Mr. Roberts answered that there should not be a problem and what the requirements for minutes would be.
 2. All three positions were put up for motion. There were 10 in favor, 0 opposed, and 0 abstained.

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3. 2025-2026 Elected Positions: Chairperson – Rose Hofmann / Vice Chairperson – Noah Olguin / Secretary – Tae Sung
- iii. **Action Item** – Review/Approve Bylaws
 1. Mr. Roberts covered the 2024-2025 Bylaws and potential areas to revise. For example, wording referring to the SSC meeting at a location to change to include Zoom as well. In addition, the clarification of “monthly” meetings to 6 times a year.
 2. No additional questions regarding bylaws.
 3. Noah Olguin made a motion to approve the bylaws for School Site Council. Talya Sloan seconded the motion. There was no discussion. 10 were all in favor of the motion as presented, 0 opposed, and 0 abstained. The motion was passed to approve the JFK Bylaws.
- b. **Action Item** – Approval of Minutes from Previous SSC Meeting
 1. Christy Cahill made a motion to approve the bylaws for School Site Council. Talya Sloan seconded the motion. There was no discussion. 10 were all in favor of the motion as presented, 0 opposed, and 0 abstained. The motion was passed to approve the May 2025 minutes.
- c. Review School Data
 - i. Mr. Roberts covered the 2024 California School Dashboard indicators. He did a deep dive into the orange suspension rate and explained how this came to be. He opened the discussion up for questions.
 1. *T Sloan asked if the numbers were per student or per incident?*
 - Mr. Roberts answered that the number is unduplicated which means that three students suspended means three different students. If a student comes to us later in the year but was suspended prior to entering that school year, they would be counted in our school’s number. This also applies to attendance rates.
 2. *N Olguin asked what the light green color for 2022 means as opposed to the darker green color?*
 - Mr. Roberts suspects that it means on-campus suspension vs, off-campus. He will need to do a deeper dive to determine.
 - ii. Mr. Roberts shared 1st semester GPA for the past three school years. He also shared the attendance data for the past three school years. CA Science Test (CAST) data was shared and growth was seen from 2023-2024 to 2024-2025. Math and ELA Smarter Balanced exam data was shared for the past two years. In addition, school demographics were shared for the past three years. Finally, 2024-2025 CHKS survey data was looked at to highlight certain aspects. The group was asked if there were any questions. None were presented.
- d. Review JFK 2025 – 2026 SPSA
 - i. Mr. Roberts presented the 2025-2026 school site goals and proposed budget expenditures were reviewed.
- e. Reallocate funds
 - i. **Action Item** – budget updates
 - ii. Mr. Roberts explained the proposed adjustments were presented in column next to the approved amounts so members can see the proposed reallocation of funds.
 - iii. *J DeFraene asked if this was all of the Title I money used last school year?*

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1. Mr. Roberts clarified that this is the approved budget for this year and that we will most likely need to approve reallocation of funds at every meeting.
- iv. *R Orozco asked if we approve the new reallocation or if we are acknowledging that this is a changing document?*
 1. Mr. Roberts clarified that we approve of the changes presented and that we cannot spend money unless the SSC approves changes. This is something we will have to do every meeting. The district can deny our request to spend certain money on certain things. In that case, we will have to reallocate funds in the SPSA to account for this.
- v. Talya Sloan made a motion to approve the reallocations presented in the SPSA for School Site Council. N Olguin seconded the motion. 8 were all in favor of the motion as presented, 0 opposed, and 0 abstained. The motion was passed to approve the presented reallocations.
- f. Parent Involvement Policies – District & Site
 - i. Shared via email/in Google Drive SSC Binder and will review at next meeting
- g. School Compact
 - i. Shared via email/in Google Drive SSC Binder and will review at next meeting
- h. Uniform Complaint Procedures
 - i. Mr. Roberts discussed these and covered highlights of the process.
- i. Update documents? – Bylaws, Parent Involvement Policy, School Compact
- III. Hearing Session/Public Comment
 - j. *This item is placed on the agenda so that members of the audience have the opportunity to speak regarding subjects or concerns that do not appear on the agenda. The chair reserves the right to limit the speaking time to three minutes. Government Code Section 54954.2 and Education Code Section 35154.5 prohibit the council from discussion or acting upon matters not on the agenda.*
 - i. No visitors for public comment.
- IV. Adjournment
 - k. Agenda Building for Next Meeting
 - i. Comprehensive Needs Assessment – **if new data is available**
 - ii. Monitor expenditures and allocate additional funds
 - iii. Update/approve Parent Engagement Policy and School Compact
 - iv. Other items???
 - l. The next SSC meeting is scheduled for **Wednesday, October 1, 2025**
 - m. Adjournment: Action item
 - i. **R Hofmann concluded the meeting at 4:03 PM**

Future Meetings: Wednesday, October 1, 2025	2:45-4:15pm	Zoom
Wednesday, December 10, 2025	2:45-4:15pm	Zoom
Wednesday, February 4, 2026	2:45-4:15pm	Zoom
Wednesday, April 8, 2026	2:45-4:15pm	Zoom
Wednesday, May 6, 2026	2:45-4:15pm	Zoom

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