School Site Council (SSC)
Las Flores Home Education Independent Study Academy

AGENDA for SSC Meeting of December 9, 2024

Legal Requirements (Check topics to be covered at ***this*** meeting.)

	1. Training	X	8. Safety Plan
	2. Parent Involvement Policy		9. SPSA Development
	3. Uniform Complaint Procedures		10. SPSA Budget
	4. Parent Education Opportunities		11. SPSA Review / Recommend
	5. Consolidated Programs Overview		12. Needs Assessment
	6. Home-School Compact		13.
	7. Assessment/Curriculum/ Program Effectiveness		14.
			15.

I. Welcome and Introductions

Present: Tami Zylla, Christina Chang, Anneke Bartschi, Stacey Abrego, Kiyomi Kwak, Angelina Sanchez, Khem Vong, Janie Nilsson

II. Call to Order at 10:33 by Tami Zylla

a. Approval of Minutes - October 21, 2024

Motion to approve by Christina Chang
Seconded by Stacey Abrego
All in favor

III. Public Comment

IV. Committee Reports

V. Legal Requirements

a. School Safety Plan

Comprehensive School Safety Plan presented by Tami Zylla:

- **Public meeting of the plan occurred on Friday, December 6. The safety plan is in cooperation with law enforcement, community leaders, parents, pupils, teachers, and administrators.**

- **Our timeline: Step 1: annual update (new staff, any changes) Step 2: annual review at Back to School meeting Step 3: review of plan with feedback from staff, PBIS team, PAC and public. Then sheriff and fire departments receive the plan and approve it Step 4: goes to the district**
- **CSSP Components: discipline, maps/diagrams, organizational chart**
- **School Response Plan: 1. school profile/info 2. systems in place (fire, sprinkler) 3. emergency response plans**
- **Emergency response plan: operational logistics, students evacuation plan, student transportation plan, student release plan and release location (*important to note that students can only be released to those people who are on the emergency card)**
- **Disaster procedure protocols: separate protocols for fire, earthquake, lock-down (threat on campus), lock-out (threat off campus), bomb threat**
  Every disaster procedure protocol includes: description, notifications, evacuations, release of students
- **Disaster procedure protocol: chain of command, school sweep team, incident command system, walkies/phones (all teachers have phones, classic teachers/ support staff only ones without walkies), emergency communication system, emergency supply bin (updated regularly), first aid kits, utility shut off, tiered release survey (the order of how teachers are released)**
- **Drills- lock-out/fire/earthquake, scheduled annually, announced and unannounced drills, drills during recess so students can practice going into the closest classroom (and not necessarily their own classroom)**

- **School discipline- schoolwide, classroom, and playground matrices (rules for students to follow), ODR and Incident Reports are used to record discipline**
- **Other safety considerations in CSSP: mandated reporter, dangerous pupil notification, discrimination/harassment policies, bullying prevention**
- **2 SMART Goals- physical environment and school climate goal**
  School Climate goal is to increase connection between students and staff, including the Classic students and high school students
  Physical Environment- by Spring 2025, score 100% on FIT report, custodian will correct anything that needs to be fixed or work order will be submitted through maintenance
  It was asked how often the FIT inspector comes: FIT report occurs once a year
  Question from Stacey: Can the YMCA/Think Together Staff have walkie talkies? Tami will have them use the office walkie talkie. And they will be trained/notified of the Safety Plan and PBIS procedures. Aides will also hear the presentation and offer feedback on Tuesday morning.

Motion to approve School Safety Plan Janie Nilsson
Seconded by Anneke Bartschi
All in favor *Motion carried: Safety Plan approved*

VI. Unfinished Business

VII. New Business

VIII. Adjournment at 11:05 by Tami Zylla