



BRIGHTWOOD SCHOOL



School Site Council Agenda

校政評議會議程

Agenda del Consejo Asesor de la Escuela

School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	May 12, 2025 Meeting #6
Time 時間Hora	2:45 PM
Location地點Ubicación	Room A8
Agenda Posted on 議程公佈日期Fecha de la Publicación de la Agenda	May 8, 2025 8:00pm 日期及時間Fecha y Hora

School Site Council Topics

(Mark X topics to be covered at this meeting.)

校政評議會議題

(將會在這次會議上進行討論的主題, 標記上「X」符號。)

Temas del Consejo Asesor de la Escuela

(Marque con una X los temas cubiertos en esta reunión.)

	Federal Required Agenda Items <i>Must be documented in minutes</i>		SPSA Development Agenda Items <i>Must be documented in minutes</i>
	Parent and Family Engagement Policy 家長參與政策 Política de Participación de los Padres y la Familia		Assessment/Curriculum/Program Effectiveness (Evaluation) 評測/課程/計劃的有效性(評估) Evaluación/Curriculum/Efectividad del Programa (Evaluación)
	Safety Plan 安全計劃 Plan de Seguridad		Needs Assessment 需求評估問卷調查 Evaluación de las Necesidades de los Alumnos
	Uniform Complaint Procedures (UCP) 統一投訴程序 Procedimientos Uniformes de Quejas (UCP)		School Plan Development - School Goals & Improvement Activities 學校計劃的發展- 學校目標及改善活動 Desarrollo del Plan Escolar - Metas y Actividades de Mejora de la Escuela
	Home-School Compact 學校/家長約章 Pacto entre el Hogar y la Escuela	X	SPSA Budget Review/Approval SPSA預算案審查/批核 Revisión del Presupuesto SPSA/Aprobación del SPSA
	Parent Education Opportunities 家長教育機會 Oportunidades de Educación para Padres	X	SPSA Monitoring 監測學生成績計劃 Plan de Monitoreo SPSA

	SSC Training 校政評議會(SSC)委員會成員培訓 Formación de SSC		
X	Election Results 選舉結果 Resultados de las Elecciones		

	Agenda Items	Minutes
	Welcome and Introductions	Voting members in attendance: ☒ Candace Montesanti-Griego ☐ June Dojillo ☒ Melisa Lee ☒ Kimberly Lim ☒ Van Duong ☒ Courtney Chan ☒ Wendy Toguchi ☒ Karen Kao ☐ Blanca Martell ☐ Victoria Ho Quorum:
	Call to Order	By: Wendy Toguchi Time: 2:50pm
1.	Approval of Minutes March 10, 2025 SSC Meeting Minutes	Motion: Candace Griego Seconded: Courtney Chan Results of Motion: approved at 2:57pm
2.	Reports: Principal	Open house Ever ending families coming Dedication from students and teachers Construction Asphalt work in F and D building and parking lot (limited access starting June 3rd) Only access in the front ramp Building E and Cafeteria will be under construction for HVAC and ____ K1 and K2 need ventilation work but only half of the classrooms need to be empty BSCC Interviewed and hired someone. In the process of

		fingerprinting and will be Board approved soon. Wendy asked how the construction was funded. Candance said it was from bond money. Family & Community Engagement State SEL Award
	English Language Advisory Committee (ELAC)	Final ELAC meeting (about 20 students were recognized for reclassification at that meeting).
	District English Language Advisory Committee	DELAC- It was virtual and learning about the ELPAC and surveyed the parents about how they feel about the process.
3.	SPSA Evaluation Evaluation Sample	SPSA Evaluation 2024-2025
4.	SPSA Budget Review	We will receive a little about \$1000 more for the Title 1 fund. Mrs. Giego shared a tentative budget with the Title 1 fund. Mrs. Giego explained that budget might be 1% increase based on teacher salary negotiation About \$10,000 for electronic subscription \$4,000 is allotted for the same facilitators for professional developments \$6,000 for supplemental substitutes for SST collaboration \$10,000 will be used for technology replenishment because the district will not pay/repay for the technology (ie document cameras and projectors) any longer We are over the allotted fund and so we need to make some decisions today. District is going to fund half of the Intervention specialist but time will be from 11:45-4:45. 11:45-2:45 can be used for (math) intervention and 2:45-4:45 will be used for Attendance Recovery. Mrs. Lee asked if we can still have a district Intervention specialist and still keep our Title 1 Intervention Specialist. Mrs. Giego said it is too hard to fly a 3 hour position. Mrs. Giego shared Title 1 survey given to teachers: See document above (SPSA Evaluation 24-25 form)

5.	Election Results and Welcome	Nancy Fong is the new parent representative for SSC Melisa Lee was nominated to be the teacher representative for next 2 school year
	Adjournment	Time: 3:52pm Next Meeting: next school year
	Minutes prepared by	
	Approved on	Date:

School Site Council Agenda

校政評議會議程

Agenda del Consejo Asesor de la Escuela

School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	March 10, 2025 Meeting #6
Time 時間Hora	2:45 PM

Location地點Ubicación	Room A8
Agenda Posted on 議程公佈日期Fecha de la Publicación de la Agenda	March 7, 2025 3:00pm 日期及時間Fecha y Hora

School Site Council Topics

(Mark X topics to be covered at this meeting.)

校政評議會議題

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		☒ June Dojillo ☒ Melisa Lee ☒ Kimberly Lim ☒ Van Duong ☒ Courtney Chan ☒ Wendy Toguchi ☐ Karen Kao ☐ Blanca Martell ☒ Victoria Ho Quorum: yes
	Call to Order	By: Wendy Toguchi Time: 2:50pm
1.	Approval of Minutes February 3, 2025 SSC Meeting Minutes	Motion: Victoria Ho Seconded: Melissa Le Results of Motion: Approved
2.	Reports: Principal	• Title I re-qualify • BSCC Spanish • STEM Day, Earth Day, 6th Grade Camp, Talent Show,, CAASPP • SEL: • Facilities update: New flooring will be installed during Spring Break similar to F Building installation. Summer construction will continue which includes the cafe and other buildings' HVAC system and fire alarms. Ms. Lee inquired about the thermostats in the K Building and Mrs. Griego stated that those issues will be addressed in the summer which includes her office as well. • AUSD budget reductions implications: Financial restrictions are developing due to deficit spending. Mrs. Griego referred the committee to the latest board decisions made for reductions in staff.
	English Language Advisory Committee (ELAC)	• Final ELAC meeting is coming up where kids will be recognized in a reclassification ceremony.
	District English Language Advisory Committee	• DELAC meeting on March 24 where ELPAC discussion will take place

3.	SPSA Monitoring	• MOY iReady Math Diagnostic - Math intervention • As promised, Mrs. Griego is going to present Math Diagnostic data. • Mrs. Griego shared the iReady dashboard and displayed grades 3-8 math diagnostic results for math intervention students one grade at a time to the committee. • The committee reflected on 8th grade growth and wondered how to replicate the 8th grade success with students in reading and math • Kelvin Pulse (SEL Survey) • Mrs. Griego shared the Kelvin Pulse heat map data for all 361 students surveyed in November 2024. • 4-8th grade teachers reflect on the data to address concerning results. • The committee viewed several Kelvin Pulse questions given to students and staff • Mrs. Griego shared that funding is needed to use Kelvin Pulse next year. • Kelvin Pulse is \$1 per student and teachers are covered in the subscription. • Ms. Kimberly Lim asked if a survey can be created by the site instead of funding Kelvin Pulse; however the website offers more data analysis capabilities. • Brightwood can join another school to get a better quote for a 1000 student plan discount.
4.	SPSA Budget Review	• BSSC Spanish budget implications • A budget that was allotted for a bilingual SCC was not used so use of the funds needed to be decided on as a committee. • Mrs. Griego shared a Google Spreadsheet that displayed the plan for the funds not used. She showed the committee where the funds are currently sitting • UDL materials: Mrs. Griego asked the committee to consider using the unused funds for UDL materials. • Van shared with the committee how the funds could be used for sets of Wipebook Flipcharts for three teachers. • Mrs. Griego also proposed flexible seating options to be purchased with the unused funds but she was not sure if the funding was allowable. • A proposal to fund the substitutes for a future UDL Professional development

		• A proposal to fund Kelvin Pulse for another year • Requisitions need to be made in April 18, 2025 and Mrs. Griego stated that decisions need to be made soon. • The committee inquired about the timeline and how they can decide. Mrs. Griego stated she still needs to research allowable use of Title I funds.
5.	Preparation for Elections	• Does anyone want to shorten their term to one year? • The committee was given the option to end their term to one year and a parent volunteered and Ms. Melisa Lee volunteered as the teacher to shorten her term. • Elections will be held
	Adjournment	Time: 3:39 pm Next Meeting: 4/14/25
	Minutes prepared by	June Dojillo
	Approved on	Date:

School Site Council Agenda

校政評議會議程

Agenda del Consejo Asesor de la Escuela

School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	Meeting #5

Time 時間Hora	2:48 PM February 3, 2025
Location地點Ubicación	Room A8
Agenda Posted on 議程公佈日期Fecha de la Publicación de la Agenda	Date and Time Date at Time 日期及時間Fecha y Hora

School Site Council Topics

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校政評議會議題

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	Election Results 選舉結果 Resultados de las Elecciones		

	Agenda Items	Minutes
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	Welcome and Introductions	Voting members in attendance: ☒ Candace Montesanti-Griego ☒ June Dojillo ☒ Melisa Lee ☐ Kimberly Lim ☒ Van Duong ☒ Courtney Chan ☒ Wendy Toguchi ☒ Karen Kao ☒ Blanca Martell ☐ Victoria Ho Quorum: yes
	Call to Order	By: Wendy Toguchi Time: 2:48pm
1.	Approval of Minutes November 18, 2024 SSC Meeting Minutes	Motion: Candace Griego Seconded: Courtney Chan Results of Motion: approved/carried
2.	Reports: Principal English Language Advisory Committee (ELAC) District English Language	1. Feb 3rd assembly- field ribbon cutting + Lunar New Year festival. Need to create field expectations assembly 2. UDL Summit (UDLeading the Way): Candance + 6 other educators attended the summit last week. They will bring back learning to the staff this Wednesday. 3. Musical auditions have been happening. Musical time has been moved back 4. Coffee with the Principal is this Friday and the topic will be: what is UDL. It will be recorded and attached to Sunday messages for other parents to view/understand 5. Bilingual (Spanish) Home School Coordinator has been flown and interviews will be conducted soon. ELAC: 1. Parents took the Needs Assessment 2. Immigration policy discussion DELAC: 1. Practice tests are on CAASPP website

	Advisory Committee	
3.	SPSA Monitoring and iReady Data Analysis	Look at iReady Diagnostic results 1. Looked at the quadrants for Reading and Math for growth between BOY and MOY (all grades are on the right quadrants of high performing- right side) 2. Mrs. Griego shared “current placement distribution” (whole school) for both Reading and Math. Showed how the movements from BOY to MOY 3. Mrs. Griego shared a “typical growth chart” for the whole school. We want to be at or above 50% for MOY. Both in Reading and Math, we are above the 50% marking. 4. Mrs. Griego shared Intervention data for the 1st Grade group. 5. Mrs. Griego shared Intervention data for the 2nd Grade group. In both grade levels, there is growth and has shrunken the 3 or more grade levels below. 6. Mrs. Griego shared intervention data for the 3rd, 4th, and 5th grade levels. Intervention groups continue to make progress in shrinking 3 or more below grade levels. 7. We will look at math intervention data at the next SSC
5.	Safety Plan Approval	Mr. Hanacek shared Brightwood Comprehension School Safety Plan 1. SSC looked at the plan - Component 1: School Climate Action Plan (developing PBIS). There are 14 activities. Mr. Hanacek reviewed the school’s PBIS activities/practices. A change includes: Kelvin Pulse Survey (4th-8th grades) replaces CALHOPE Focal School (because CALHOPE grant expired). Mr. Hanacek highlighted noon duty meetings provide opportunities for noon duty aides to learn different ways to make connections with students and understand PBIS approaches. - Component 2: School Physical Environment Plan (monitor and evaluate effectiveness of emergency safety procedures and practices). There are 11 activities listed for this component. An activity includes looking at newly developed noon duty schedules and zoning because certain sports/student activities are high alert (ie soccer). Brightwood

		will need to discuss the evacuation zone and site map now that the grassy field is open. Previously it was under the solar panels but the students cannot be by x amount of feet away from structures. Mr. Hanacek spoke to an officer from MPPD about hosting an assembly about traffic safety and patrol communication. SSC suggested including the Emergency Drill Procedures handbook online (ie website). Mrs. Griego cautioned we do not want to include emergency routes. Motion to approve School Safety Plan: Wendy Toguchi Seconded: Candace Griego Results of Motion: All approved/carried Results to decline: none
	Adjournment	Time: 3:50pm Next Meeting: March 10, 2025
	Minutes prepared by	
	Approved on	Date:

School Site Council Agenda

校政評議會議程

Agenda del Consejo Asesor de la Escuela

School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	Meeting #4 November 18, 2024
Time 時間Hora	2:45PM
Location地點Ubicación	Room A8
Agenda Posted on	Date and Time

議程公佈日期Fecha de la Publicación de la Agenda	November 10, 2024 at 4:00pm 日期及時間Fecha y Hora
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School Site Council Topics

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校政評議會議題

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		☒ Courtney Chan ☒ Wendy Toguchi ☒ Karen Kao ☐ Blanca Martell ☒ Victoria Ho Quorum: yes
	Call to Order	By: Wendy Toguchi Time: 2:51pm
1.	Approval of Minutes October 21, 2024 SSC Meeting Minutes	Motion: Karen Kao Seconded: Courtney Chan Results of Motion: carried/approved
2.	Reports: Principal English Language Advisory Committee (ELAC) District English Language Advisory Committee	1. Fall play: Alice @ Wonderland = successful (sold out on Friday night) 2. 2nd STAR Rally (Responsibility) will be held this Thursday (Nov 21). We invited parents and this is new to us. Last month we had our first open campus STAR Rally. It was a success. 3. Halloween Parade (opened up campus) 4. Next week is Thanksgiving break 5. DELAC- Mr. Hanacek shared with DELAC how to increase attendance- Talked about having more school events to engage students. 6. DELAC- Mr. Hanacek also shared SPSA plan with DELAC.
3.	School Plan For Student Achievement & Budget Review & Approval (SPSA)	1. Mrs. Griego shared there are 3 goals in the new SPSA plan. The 3 goals are tied into the Local and Control Plan and based off of the result from CA Dashboard 2. Mrs. Griego shared all the involvement process: who she shared this plan with and who has reviewed them. She also showed the discipline data which showed an overrepresentation of Hispanic students who received office referrals and expulsions. 3. Our CAASPP ELA decreased in the 2023-2024 school year. Our goal is to grow 3% in the 2024-2025 school year. 4. Our CAASPP Math decreased in the 2023-2024 school year by 2%. We want to continue the expected outcome to be 68% in 2025

		5. Summative ELPAC Level 4, 19 students scored level 4 in 2024, but we hope to have 25 ELLs score Level 4 in ELPAC because we have 25 students who are currently in Level 3. 6. Goal 1 strategy/action plan: Our number one strategy is education collaboration including special educators. 7. Goal 1 strategy/action plan: LEAD MTSS meetings happen every week to discuss students progress and programs to support our students 8. Goal 1 strategy/action plan: We also have in the budget to add a special educator to the Instructional Leadership Team. 9. Goal 1 strategy/action plan: Supplemental substitutes are slo hired to relieve teachers during the instructional day, so they can attend SST meetings. 10. Goal 1 strategy/action plan: Supplemental materials and supplies (funding will allow teachers to purchase electronic subscriptions and to pay for certain program-ie Language Power EL intervention for after school) 11. Goal 1 strategy/action plan: Shared professional developments (UDL, ELPAC studies, small group instruction. Dissect ELPAC test and given opportunities for students to practice skills assessed in the ELPAC 12. Goal 1 strategy/action plan: The District Math Instructional Specialist is coming tomorrow to collaborate with our teachers on math implementation. 13. Goal 1 strategy/action plan: One intervention teacher provides math intervention classes to students. 14. Goal 1 strategy/action plan: Brightwood is allocating \$6540 for extra duty for teachers to provide after school Math/ELA/EL intervention 15. Goal 2 (increase attendance because of chronic absenteeism) 16. Goal 2: We saw needs in the Healthy Kids Survey for school connectedness, school boredom, and having a caring adult relationship. 17. Mrs. Griego shared some baseline and actual outcomes from previous years for Goal 2 and shared the school's expected outcome for 2025 18. Major office referrals, we would like to see more of a balanced rate with who is receiving them. We are hoping to use SEL and PBIS to help bring the numbers down for our overrepresented populations. 19. In our Kelvin Pulse Survey, we want to make sure that
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		students feel that our school is a safe and welcoming place for people of all backgrounds and cultures. 20. Goal 2 strategy/action plan: MTSS/LEAD meeting placing students in the intervention program that they need (academic and behavioral) 21. Goal 2 strategy/action plan: Admins share the importance of school attendance in IEP meetings 22. Goal 2 strategy/action plan: Extra duty pay for members of PBIS team to meet and plan implementation. 23. Goal 2 strategy/action plan: allocating funding to purchase of materials and supplies for PBIS incentives, SEL supplies, UA and student club supplies and materials 24. Goal 2 strategy/action plan: SEL lessons/Character Strong (100 minutes of instruction) and training for the PBIS leadership to get training in PBIS implementation 25. Wendy Toguchi recommended to put together an acronym sheet for the educational terms 26. Goal 3 Parent and Family Engagement. The school will provide diversity events, ELAC meetings, Coffee/Cookies with the Principal meetings, 27. Goal 3: California Healthy Kids Survey- a data point of parent connectedness. 18% of parents participated in the CHKS 28. Goal 3 strategy/action plan: We want to hire a Spanish Bilingual School Coordinator to improve parent connectedness. Approval is needed today from SSC members so we can post this position for hire. We had to pull some of the funds from other areas to support this position. 29. Goal 3 strategy/action plan: 6th Grade Math Workshop was highly attended, so we would like to alternate mornings and afternoons for this in the future. 30. Melisa Lee asked if we could get the district to fund our bilingual coordinator position. Principal Griego responded that the district does not have enough money to cover the cost. They are currently in deficit spending. 31. Goal 3 strategy/action plan: School wide events (Multi-cultural Diversity events, cultural diversity festival, STEAM fair, Performing Art shows/musicals to create community, encourage diversity, and increase participation 32. Principal Griego is asking SSC members to approve a Bilingual School Coordinator position.
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		33. Wendy Toguchi made a motion to approve the school plan for student achievement (SPSA) - Courtney Chan approved it - Melisa Lee seconded the motion
	Adjournment	Time: 3:48pm Next Meeting: January 13, 2025
	Minutes prepared by	
	Approved on	Date:

School Site Council Agenda

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School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	Meeting #3 October 21, 2024
Time 時間Hora	2:55PM

Location地點Ubicación	Room A8
Agenda Posted on 議程公佈日期Fecha de la Publicación de la Agenda	Date and Time October 16, 2024 at 4:00pm 日期及時間Fecha y Hora

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		☐ June Dojillo ☒ Melisa Lee ☒ Kimberly Lim ☒ Van Duong ☒ Courtney Chan ☒ Wendy Toguchi ☒ Karen Kao ☐ Blanca Martell ☐ Victoria Ho Quorum: Absent: June Dojillo, Blanca Martell, Victoria Ho Guests: Stefanie Dare
	Call to Order	By: Wendy Toguchi Time: 2:55 PM
1.	Approval of Minutes September 19, 2024 SSC Meeting Minutes	Motion: Candace Griego Seconded: Courtney Chan Results of Motion: carried
2.	Reports: Principal English Language Advisory Committee (ELAC) District English Language Advisory Committee	- Principal reports: - We exceeded our goal for the Dance-A-Thon. Thank you to parents who supported the fundraiser. - Star Rally on site replacing Drive-by Star. The first one is this Thursday (Oct 24). Stage was purchased and invited parents on campus. We are planning to give class awards as well to encourage students to keep their classrooms clean. - Next week on Wednesday, we have our first Halloween Parade in person since Covid. All grades are participating in the morning. - That evening we are having our Halloween Youth Fair. - Teachers will be working on report cards during Pupil Free Day on Oct 31. - Students in the Adventures Program will have free child care if they are currently enrolled. There is a minimal fee for children who are not currently enrolled. - We are in the process of organizing the Day of the Dead, or Dia de Los Muertos Assembly on Monday, November 4. - Fencing around the field will not be removed until possibly after Winter Break. - Have not yet met the AIF threshold for Title 1 fund.

		Currently it is at 32.72% ELAC/DELAC: Elected representatives at the last meeting. One of the members will attend the district Zoom meeting. We are trying to get the voices of the ELLs parents
3.	Comprehensive Safety Plan and Safety Committee	• The Safety Committee includes teachers and parents to make sure that the school is as safe as possible. It is a large undertaking. • We need to take our conversations about the safety plan to the Safety Committee. • Our focus is the goals for the Safety Committee. • SSC's job is to approve the final plan but the development of the plan is delegated to different people. The Safety Plan is around 500 pages Motion to delegate to the Safety Committee: Wendy Toguchi Second: Courtney Chan Result of motion: carried
4.	Needs Assessment ELA English Learner Progress	Review scores on CAASPP • All students: 73.27% met proficiency in 2023-2024 for ELA while it was 75.53% in the previous year. • Students with Disabilities: 14% met or exceeded proficiency in 2023-2024 and 25% met or exceeded standards in 2022-2023. 42 students tested in the 2023-2024 and 44 students tested in the 2022-2023. This group includes all students who have an IEP, including for speech. • English Language: 78% of ELs met proficiency in 2023-2024 but 81% were proficient or higher in ELA in the previous year • Race and Ethnicity: 51.93% met or exceeded standards in the Hispanic or Latino subgroup while 88.52% of Asian students met or exceeded standards in the Asian subgroup. • ELPAC Progress: Twenty-five students remained at Level Three on the ELPAC test and are on the borderline of moving to Level 4. Nine students dropped a level. Twenty-one students improved. • ELAC meeting is where parents are shared the goals of getting parents aware of learning English and the need to look what is being asked from the ELPAC
5.	School Site Council Bylaw Update/Review	• Read through the Bylaws for a few minutes. • Principal Griego proposed having one current parent

		and one current teacher serve one year of term because the bylaws says each SSC member can serve 2 years. Since all current SSC members got elected at the same time and will end at the same time, the proposal is not to have all current members end their term at the same time. Motion to approve SSC Bylaw: Karen Kao Seconded: Courtney Chan Result of Motion: carried
6.	Universal Design for Learning (UDL) Strategies	• Teachers are going through intense PDs to instruct all learners through designing lessons. • We have had 2 sessions out of 6 PDs hosted by LACOE around UDL • Presenters put teachers in the students' shoes to understand the importance of designing a lesson which anticipates student needs. • Possible future learning: taking a lesson teachers have taught and adding UDL components • There might be a shift on how learning can be demonstrated (ie slide deck, performance, etc) and parents might be seeing a variety of ways students are showing learning. • LACOE will offer parent education on how work might be demonstrated in other ways. Need to think of platform where LACOE can educate parents on UDL
	Adjournment	Time: 4:03 pm Next Meeting: November 18, 2024
	Minutes prepared by	
	Approved on	Date:

School Site Council Agenda
校政評議會議程
Agenda del Consejo Asesor de la Escuela

School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	Meeting #2 September 16, 2024
Time 時間Hora	2:45 PM - 4:15 PM 2:50 PM
Location地點Ubicación	Room A8
Agenda Posted on 議程公佈日期Fecha de la Publicación de la Agenda	Date and Time September 9, 2024 at 9:00am 日期及時間Fecha y Hora

School Site Council Topics

(Mark X topics to be covered at this meeting.)

校政評議會議題

(將會在這次會議上進行討論的主題，標記上「X」符號。)

Temas del Consejo Asesor de la Escuela

(Marque con una X los temas cubiertos en esta reunión.)

	Federal Required Agenda Items <i>Must be documented in minutes</i>		SPSA Development Agenda Items <i>Must be documented in minutes</i>
X	Parent and Family Engagement Policy 家長參與政策 Política de Participación de los Padres y la Familia		Assessment/Curriculum/Program Effectiveness (Evaluation) 評測/課程/計劃的有效性(評估) Evaluación/Curriculo/Efectividad del Programa (Evaluación)
	Safety Plan 安全計劃 Plan de Seguridad	X	Needs Assessment 需求評估問卷調查 Evaluación de las Necesidades de los Alumnos
	Uniform Complaint Procedures (UCP) 統一投訴程序 Procedimientos Uniformes de Quejas (UCP)	X	School Plan Development - School Goals & Improvement Activities 學校計劃的發展- 學校目標及改善活動 Desarrollo del Plan Escolar - Metas y Actividades de Mejora de la Escuela
X	Home-School Compact 學校/家長約章 Pacto entre el Hogar y la Escuela	X	SPSA Budget Review/Approval SPSA預算案審查/批核 Revisión del Presupuesto SPSA/Aprobación del SPSA

	Parent Education Opportunities 家長教育機會 Oportunidades de Educación para Padres		SPSA Monitoring 監測學生成績計劃 Plan de Monitoreo SPSA
	SSC Training 校政評議會(SSC)委員會成員培訓 Formación de SSC		
X	Election Results 選舉結果 Resultados de las Elecciones		

	Agenda Items	Minutes
	Welcome and Introductions	Voting members in attendance: ☒ Candace Montesanti-Griego ☒ June Dojillo ☒ Melisa Lee ☒ Kimberly Lim ☒ Van Duong ☒ Courtney Chan ☒ Wendy Toguchi ☐ Karen Kao ☒ Blanca Martell ☒ Victoria Ho Quorum: Yes Absent: Karen Kao Guests: None
	Call to Order	By: Time: 2:50 PM
1.	Approval of Minutes August 19, 2024 SSC Meeting Minutes	Motion: Candace Griego Seconded: Courtney Chan Results of Motion: Carried
2.	Reports: Principal English Language Advisory	• First Annual Multicultural Fair on September 30 • Bilingual School Coordinator was promoted to another position at another site. • PTA is conducting a Book Fair • Parent Conference this Friday, 9/20 until 9/27 • First Title I meeting this Friday, 9/20 Hanacek:

	Committee (ELAC) District English Language Advisory Committee	DELAC meeting • Focus on results (how results are received) • Reclassification criteria ◦ Overall ELPAC Score 4 ◦ Grades 4-9 CAASPP 3 or 4 ◦ K-3 iReady reading diagnostic (proficient) ◦ Taken in Spring • Parent Consultation • Title III Notifications ◦ Notification of EL assessments
3.	Election Results	Van Duong - Non-classroom Teacher position • An opening as a result of a leaving committee member • A subsequent election was held and Van Duong was unanimously elected
4.	Parent-Student Compact	Brightwood Parent Student Compact Hanacek • Continued discussion from last meeting • Updated were made to remove COVID language The committee was given several minutes to read through the Parent-Student Compact and input was given regarding: • A clarification in the AUSD Board policy disclaimer, • Language clarification, • Reorganization of information into different categories as the committee deems appropriate, • Corrections were made to the document to reflect changes made by the committee, • A parent asked how the school would make sure that the compact was read by families for accountability. Wet signature or digital acknowledgement? • Committee input on the distribution of the form, signing, copy to parent and teacher Motion: Wendy Toguchi Seconded: Victoria Ho Results of Motion: All In Favor, Carried
5.	Parent and Family Engagement Policy	Brightwood Parent and Family Engagement Policy The committee was given time to review a paper copy of the draft • A gray area required the committee's attention. District provided the framework and Brightwood revised the gray parts to fit our site • Corrections were made on the location of the meeting. No more virtual meetings

		Removal of recording language and grammatical and conventional errors Motion: Courtney Chan Seconded: Candace Grieto Results of Motion: Carried
6.	Needs Assessment	Students Engagement California Healthy Kids Survey (CHKS) - Mrs. Griego shared the CHKS Brightwood Yearly Comparison and Mr. Hanacek simply summarized the data. - Mrs. Griego interjected with the goals of the survey and justified use of funds based on the data. Student engagement is the focus. - Mr. Hanacek drew the committee's attention to the leadership goals reflected in the data. - The District also uses the data for the LCAP. - The committee was asked to look at the data and find areas of need to add to the focus of student engagement. - Mrs. Griego discussed initiatives such as PLUS, SEL, Universal Access, ASB activities that supported the goal in previous years. Mental Health Report - The Mental Health Report of 2023-24 shared with the committee - The questions on mental health from the CHKS was used to build the report - The leadership goal was shared with the committee to continue to increase "wellness" and decrease negative data such as "frequent sadness" School Climate Report - The above report was shared with the committee - The reports serve as a visual to see comparisons from year to year for mental health and school climate - The big question is "How do we raise" the numbers - A Heatmap from CalHope was shared and the data was summarized by Mrs. Griego. - The needs are separated from successes in order to shape how to increase student SEL - Mrs. Griego shared how the test is administered and Mrs. Lim requested to provide accessibility to students who may find the survey difficult to read or not take seriously Brightwood's California School Dashboard for 2022-23 was shared and chronic absences were selected.

		• The results of the data were shared and the committee was asked to focus on the RED. • Funding has to be focused on the red • TK and Kinder are traditionally the hardest grades to get to school. • A request to focus on TK and Kinder absentee data for the next meeting was made for the next SSC meeting Math • The math dashboard was shared with the committee which shows that Brightwood is in the Green • Mrs. Griego focused the committee's attention on the red subgroup which are Kids with Disabilities. • Our goals must align with improving that subgroup data. • Mrs. Griego shared 2024 SBAC CAASPP scores by grade level. • The subgroups race read to the committee and the scores were summarized by Mrs. Griego. • Oct 15 is when official CAASPP results will be posted • iReady data: - 43% proficient, 40% approaching, 17% at risk - Grade 2- only 17% is proficient (need to lower the number of students who are approaching or are at risk) - Grade 3- only 24% is proficient (need to lower the number of students who are approaching or are at risk) - Math Intervention teacher will start to provide math support in 5th-8th grade (possibly also in 4th grade)
7.	SPSA and School Plan Development Budget Approval	BSCC position • Mrs. Griego is proposing to use Title I funds to cover this position • Review tentative fund • A parent asked to review the budget and where the money will have to be budgeted. • Cost for position is \$25,000 Motioned by Kimberly Lim, seconded by Victoria Ho to approved by SSC to put into motion
	Adjournment	By: Wendy Toguchi Time: 4:15 Next Meeting: Oct 21, 2024

	Minutes prepared by	
	Approved on	Date:

School Site Council Agenda
 校政評議會議程
Agenda del Consejo Asesor de la Escuela

School/學校/Escuela	Brightwood
Date of Meeting 會議日期Fecha de la Reunión	Meeting #1 August 19, 2024
Time 時間Hora	2:45 PM - 4:15 PM
Location地點Ubicación	Room A8
Agenda Posted on 議程公佈日期Fecha de la Publicación de la Agenda	Date and Time August 16, 2024 at 9:00am 日期及時間Fecha y Hora

School Site Council Topics

(Mark X topics to be covered at this meeting.)

校政評議會議題

(將會在這次會議上進行討論的主題，標記上「X」符號。)

Temas del Consejo Asesor de la Escuela

(Marque con una X los temas cubiertos en esta reunión.)

	Federal Required Agenda Items <i>Must be documented in minutes</i>		SPSA Development Agenda Items <i>Must be documented in minutes</i>
	Parent and Family Engagement Policy 家長參與政策		Assessment/Curriculum/Program Effectiveness (Evaluation)

	Política de Participación de los Padres y la Familia		評測/課程/計劃的有效性(評估) Evaluación/Currículo/Efectividad del Programa (Evaluación)
	Safety Plan 安全計劃 Plan de Seguridad		Needs Assessment 需求評估問卷調查 Evaluación de las Necesidades de los Alumnos
	Uniform Complaint Procedures (UCP) 統一投訴程序 Procedimientos Uniformes de Quejas (UCP)		School Plan Development - School Goals & Improvement Activities 學校計劃的發展- 學校目標及改善活動 Desarrollo del Plan Escolar - Metas y Actividades de Mejora de la Escuela
	Home-School Compact 學校/家長約章 Pacto entre el Hogar y la Escuela		SPSA Budget Review/Approval SPSA預算案審查/批核 Revisión del Presupuesto SPSA/Aprobación del SPSA
	Parent Education Opportunities 家長教育機會 Oportunidades de Educación para Padres		SPSA Monitoring 監測學生成績計劃 Plan de Monitoreo SPSA
	SSC Training 校政評議會(SSC)委員會成員培訓 Formación de SSC		
X	Election Results 選舉結果 Resultados de las Elecciones		

	Agenda Items	Minutes
	Welcome and Introductions	Voting members in attendance: ☒ Candace Montesanti-Griego ☒ June Dojillo ☒ Melisa Lee ☒ Kimberly Lim ☐ Leonor Barclough ☒ Courtney Chan ☒ Wendy Toguchi ☒ Karen Kao ☐ Blanca Martell ☒ Victoria Ho Quorum: Absent: Leonor Barclough, Blanca Martell Guests: Vicky Chen, Xiang Xiang Lin (stayed for 15-20 minutes)

	Call to Order	By: Lee Hanacek Time: 2:51pm
1.	Approval of Minutes April 22, 2024 SSC Meeting Minutes	Motion: Kimberly Lim Seconded: Karen Kao Results of Motion: Approved
2.	Reports: Principal English Language Advisory Committee (ELAC) District English Language Advisory Committee	- Construction is still being done and right now there are multiple units that have different controls than others and Griego is in the process of meeting with construction that are wrong. - We have grass but cannot be stepped on until October. Exciting News: SSC and Title I news: An intervention specialist has accepted the position and that position will support the need of the data. Brightwood now has four intervention staff. - In collaboration with PTA BW will have our first diversity fair where we will celebrate the different cultures on campus to send a message of inclusive of cultural uniqueness.
3.	Title I Funding	Mr. Hanacek shared his ELAC & DELAC presentation dated 8/19/24 titled "School Site Council" that communicates key points on #4 through Title I Budget" below.
4.	SPSA	- Title I School Requirements - Mrs. Griego interjected with more information about the current board-approved SPSA that is valid until November 2024. Therefore, this committee will look at academic data and qualitative data to determine the needs of the school. The future SPSA will include that data and the input of this committee. - How Title I Funds Are Spent - SPSA (School Plan for Student Achievement) - Goal #1 - Goal #2
5.	NEW School Site Council Member Virtual Training	- All members must attend because of our new Title I status - See below for more information on dates and virtual meeting links 2 Dates

		August 22, 2024 - Virtual - 8:45am-9:45am • https://zoom.us/j/98302925426?pwd=Z3ZWWo2JGQl18SRfUrhQqo6JwN8Ngm.1 Meeting ID: 983 0292 5426, Passcode: 888577 • October 3, 2024 - Virtual - 3pm-4pm • https://zoom.us/j/99755895213?pwd=PGGXZoEKoWOIQLw5PdxEShcqfYYKxJ.1 Meeting ID: 997 5589 5213, Passcode: 409287
	Parent and Family Engagement Policy	• Parent & Family Engagement Policy due mid November • Will need this committee's input
	School-Parent Compact	• Due mid November • A draft will be sent out for this committee to provide input in order for the compact to be out by Parent Student Conference week.
	Community Schools	• Mrs. Griego and Mr. Hanacek went into more detail about the application process, the definition of the state funded grant, and the chances of Brightwood being a Community School • Four Pillars of Community Schools • One of the requirements to be qualified to apply to be a Community School is to look at Free and Reduced Lunch. Currently Brightwood is at 35.1% and to be qualified, schools need to be at 50%
.	Title I Budget	• Mrs. Griego shared the Google Sheet for the Title I projected budget that totaled \$111,246 with an allotted Title I Budget of \$122,000. • She read each action and cost along with a brief justification for each action. • When funds are not used based on the budget, the funds can be allocated elsewhere except for "Parent Engagement" allotment.
	Adjournment	By: Lee Hanacek Time: 3:30 pm Next Meeting: September 16, 2024
	Minutes prepared by	June Dojillo
	Approved on	Date: 9/16/24

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Legal Requirements

Date Accomplished	Legal Requirement
Posted on website	Annual Distribution of School-Level Parent and Family Engagement Policy CE 02 - Evidence to show how the school-level parent and family engagement policy has been annually distributed to parents and families of students served under Title I, Part A.
Input and Approval PFEP	School Parent and Family Engagement Policy CE 02 - School-level policy for each reviewed school; include school name in the document title.
Title I meeting date: Other parent activity dates:	Records of Activities for Building Capacity for Parent and Family Engagement Parent notices, invitations, and letters regarding parent and family engagement activities. CE 02: Include parent surveys, annual Title I meeting agendas, school site council (SSC) meeting agendas, presentations, or other parent activity material.
Input and Approval COMPACT	Joint Development of School-Level Parent and Family Engagement Policy and Compact CE 02: Parent and family engagement policy input from parent groups showing joint development.
Distribution	School-Parent Compact CE 02: School-parent compact for each reviewed school; include school name in the document title.
Election Records	Records of School Site Council Peer Selections CE 05: Any documentation which provides evidence of the nomination and

	peer selections of SSC members, including classroom teachers, other staff, parents, and—in secondary schools—students. CE 05: : Provide ballots and other selection materials.
SPSA Dev Dates	School Site Council Develops SPSA Description:For SWPs only, minutes and sign-in sheets that demonstrate the SSC’s development of the SPSA. CE 06: Records (e.g., agendas, meeting minutes, sign-in sheets, etc.) of the SSC’s involvement in developing Title I, Part A funded programs and services specified in the SPSA
	Needs Assessment CE 06: The school plan shall include proposed expenditures, based on the projected resource allocation from the governing board or body of the LEA, to address the findings of the needs assessment. (EC Section 64001[g][3][C])
End of School Year - Beginning of School Year Parent Input	School Site Council Participates in Evaluation CE 19: Records (e.g., agendas, meeting minutes, sign-in sheets, etc.) of SSC’s involvement in evaluating the effectiveness of Title I, Part A funded programs and services specified in the SPSA.
	Site Title I Program Evaluation and Other Evidence Evaluation report and evidence used to determine which Title I program actions and strategies are improving student achievement. Identify what is working or not working, and note modifications made to improve services. CE 19: For a SWP, include evaluation documents completed by the SSC.
List ELAC Meetings when SPSA input was given	English Learner Advisory Committee EL 01: For each site under review, provide current and previous year rosters, roles, meeting agendas, minutes, including input for the SPSA, sign-ins, needs assessment, and training materials.
Input and approval	Safety Plan (See CDE checklist) Delegated to another committee or sought input and approval from SSC
How UCP applies to SSC shared	UCP / Williams UCP 02: A written document informing LEA employees, students, parents, school and district advisory committee members, private school officials, and other interested parties of the UCP process.