



Meeting Minutes
San Diego Unified School District

Burbank Elementary School
SSC Meeting
February 24, 2021

MEMBERS PRESENT:

☒ Francisco Solis	Principal (ex officio)	☒ Jennifer Cardona	☒ Quorum was met
☒ Olga Cosio	Classroom Teacher (2019-2021)	☒ Viri Ramirez	Parent//DAC Rep (2019-2021)
☒ Miriam Lobo	Classroom Teacher (2020-2022)	☒ Melodie Dick	Parent/DAC Rep (2020-2022)
☒ Sonia Guajardo	Classroom Teacher (2019-2021)	☐ Rebecca Tarnow	Parent/DAC Rep (2020-2022)
☒ Kellsie Holman	Other – school personnel (2020-22)	☐ Rocio Preciado	Community Member (2019-2021)

Guest Name: Gus Gurdardo

Item	Description/Actions	Meeting Summary
1. Call to Order	Olga Cosio: SSC Chair*	Meeting was called to order at 3:02
2. Public Comment	Open	There was no public comment
3. SSC Business a. Approval of Minutes	Action Item: Approval of minutes for November 30, 2021; Olga Cosio, SSC Chairperson.	Minutes from November 30, 2021 were reviewed. Approval of the minutes moved by Kellsie Holman, seconded by Melodie Dick. Motion passed 9-0.
4. Approval of Budget Proposal	Action Item: Fransico Solis, Principal	-discussed last years allocation vs. this years estimated allocation -suggested allocations include: budget allocated for Mr. G resource teacher position, budget allocated to pay for a counselors additional three days, budget allocated for an ESL assistant, budget allocated for noon duties, budget allocated for school copier and paper, time cards for PLC time, ELPAC testers, health benefits, school supplies, translation services for parent communication, food for parent meetings, and postage. Jennifer Cardona motioned to approve the budget proposal and was seconded by Kellsie Holman. Motion passed 9-0

Item	Description/Actions	Meeting Summary
5. Approval of Budget transfers a. Expense Transfer from 00000 to 09800	Action Item: Fransico Solis, Principal	Adjusting FTE for resource teacher between LCFF and Title I to zero out the overage in resource 30100. <u>Expense Transfer from Resource 00000 to 09800</u> Two teachers attended professional development. The charges for these days were incorrectly charged to 00000 (in the amount of \$846.72). Jennifer motioned to move these expenses to LCFF where they were identified to be expensed in the SPSA. From: 0039 30100 00 1192 1000 1110 01000 0000 \$846.72 (with benefits) - Visiting Teachers to provide release time for PLC's. To: 0039 09800 00 1192 1000 1110 01000 0000 \$846.72 (with benefits) - After-school tutoring of sixth grade students performing below grade level in ELA. Moved by Jennifer Cardona. Seconded by Melodie Dick. Motion Passed 9-0.

Meeting Adjourned at 4:35 p.m.

Minutes recorded by Kellsie Holman , Clerical staff member