

**Will Rogers Learning Community
SSGC Meeting
September 28th, 2023
Location: Will Roger Learning Community Room 106**

Attendance

Members Present: Katja Alexander, Jeremy King, Lila Daruty, Gaby Gonzalez, Tristen Gartrell, Mark Miller, Flory Vila, Sally Miller, Paola

Agenda Item 1: Call To Order

The meeting was called to order at 3:15pm

Agenda Item 2: Training

Vote for offices: Motion was made by Sally Miller, Seconded by Paola, and the motion carried by a unanimous vote.

Officers will be: President: Jeremy King
Vice Chair Person: Mark Miller
Secretary: Katja Alexander
Parliamentarian: Tristen Gartrell

There was a brief review of “ways of being” in our council community, aka norms, and a personal Check In to set the tone of the meeting. Next the committee was walked through a slide presentation to review the roles, composition and compliance to the 9 legal requirements in creating and drafting the SPSA. This council crafts the SPSA goals and budgets money to support said goals. There is 7 step process used to develop the SPSA which will be reviewed in depth in following meetings.

Agenda Item 3: Safety Plan

The Comprehensive School Safety Plan was presented by Assistant Principal Gabriela Gonzalez. This document is available for public review at any time. The plan is crafted following the CA Ed Code, it is 319 pages long, and details procedures for a multitude of emergency schoolwide circumstances. The plan is all encompassing, it includes day to day safety plans in addition to emergencies. There are state mandated monthly fire drills, EQ drills four times a year, as well as the Great Shake Out on October 19th, and two

lockdown/shelter in place drills per school year. There is a designated safety committee of 3 staff members. The Sweep/Search teams were reviewed and exit and gathering maps.

There was a brief discussion concerning proposed construction for the WRLC campus, projected for January 2024, and that the evacuation plans will have to be amended and reapproved.

Tristen Gartrell moved to approve the Safety Plan as presented, Mark Miller seconded, and the motion carried by a unanimous vote.

Agenda Item 4: ByLaws

A quick review of the Bylaws was made, including an overview of positions on the council, their roles, and verification of the ratio of staff to parents that must be maintained to be in compliance.

Key take away for future meetings was a minimum of 6 members must be present to have quorum and pass any votes.

Agenda Item 5: For The Good Of the Order

Principal Daruty encouraged everyone to reach out to other parents to increase the number of members to ensure we can always have quorum and the correct ratios of parents to staff.

Next Regular Meeting: October 26th, 2023

Minutes drafted by Katja Alexander 9/28/23