

Santa Monica High School
School Site Council Meeting Minutes

Tuesday, September 30, 2025

4:00 PM

Room D100

Compiled by:

McGrath, Lily

Present:

1. Marae Cruce
2. Jordana Benone
3. Kathleen Faas
4. Grayson Fitzgerald
5. Teddy Forrer
6. Laura Icken
7. Veronica Garcia-Hecht
8. Mele LeVeaux
9. Lily McGrath
10. Jenny Nicolas
11. Alana Rivera

Others present:

1. Greg Pitts

I. Welcome

II. Elected Positions

- Secretary: Lily McGrath and Veronica Garcia-Hecht
- Vice Chair: Theodore Forrer
- Co-Chairs: Mele LeVeaux, Grayson Fitzgerald

III. School Site Council (SSC) Training

- Outcomes for the Day
- Importance of School Site Council
 - Participate in the decision making process and inform teaching and learning
 - Fiscal resources
 - Focus school efforts on equity and access
- Who is the School Site Council?

- A group of people elected to develop the School Plan for Student Achievement (SPSA) to represent parents, administrators, teachers, and students.
- SSC Secondary Composition
 - ½ of members are from the site
 - ½ of members are parents and students
- What Does the SSC Need to Know?
 - Legal requirements
 - Data analysis
 - Fiscal resources and allowable uses
 - Program requirements
 - District policies and priorities
 - District-level Plans (LCAP)
- Legal Requirements:
 - SPSAs are not required to be submitted to CDE.
 - SMMUSD requires for SPSAs to be taken for board approval.
 - The SPSA must be prepared in accordance with law.
 - SPSAs must be developed with the advice of the school English Learner advisory committee (ELAC), if required.
 - A complaint may be filed through the Uniform Complaint Procedure if a district has not complied with the requirements of SPSAs for SSC.
 - The School Site Council must develop the SPSA.
 - SPSAs may serve as school improvement plans required under federal law for schools identified for targeted support under ESSA.
 - The SPSA must be reviewed annually and updated, including proposed expenditure of funds allocated to the school through the application and the LCAP if any, by the school site council.
 - The SPSAs shall be reviewed and approved by the governing board at a regularly scheduled meeting.
 - The California Department of Education must monitor and review to ensure that the Consolidated Application and the SPSA are developed in accordance with the law.
- Seven Steps for Developing the SPSA
 - Analyze student achievement data
 - Measure the Effectiveness of Current Strategies
 - Identify Goals & Key Improvement
 - Define Timelines, Personnel and Expenditures
 - Recommend the SPSA to the Local Governing Board
 - Implement SPSA
 - Monitor Implementation
- Functions of School Plan Development and Implementation
 - Governing Board- approves or disapproves the plan
 - District/School Administrative Team- Implements the plan
 - School Advisory Groups- Advises the ssc
 - School Site Council- develops SPSA

IV. Instructional Focus

- Focus in the Classroom:

- Project Based Learning
- Academic Vocabulary
- Structured Collaborative Conversations

V. Updates or Questions?

- Lockdown/Shelter-in-place 09/29/25 3:27 pm

VI. Thank you and Closing

Motion to end the meeting: Laura Icken

Seconded: Veronica Garcia-Hecht

Meeting ended at 5:18 pm.