



**Jack G. Desmond Middle School**  
**26490 Martin Street**  
**Madera, CA 93638**  
**(559) 664-1775**



*Christina Hillman, Vice Principal*  
*Marcie Osier, Vice Principal*

*Brad Holck, Principal*

*Jessica Montemayor, Vice Principal*

**School Site Council**

**Agenda**

**Meeting #1**

Tuesday, September 19, 2024

Time: 3:30pm

Location: Zoom Meeting

**Agenda**

- 1. Welcome, Introductions & [Sign in](#)**
- 2. Call to Order**
  - a. *Quorum must be established if items are to be voted upon.*
- 3. Adoption of the Agenda**
  - a. *First and second must be part of the minutes.*  
Vote 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_
- 4. Public Input**
- 5. Review and Approval of Minutes from May 24, 2023**
  - a. *Reading and approval of minutes; first and second must be part of the minutes.*
    - i. *English Minutes*
    - ii. *Spanish Minutes*
  - b. Vote 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_
- 6. New Business**
  - a. *SSC Power Point of responsibility and duties (Spanish)*
  - b. *Call for Nominations*
    - i. *Chair*
    - ii. *Co-Chair*
    - iii. *Secretary*
  - c. *SSC Elections*
    - i. Vote 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_
  - d. *PAC Election*
    - i. *Nominations*
      1. *Olivia Richard*
      2. *Lorena Marquez*
    - ii. Vote 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_
  - e. [School Site Bylaws](#)
    - i. *Make any changes to the Bylaws during the next SSC meeting. Send home a notice to your school community regarding public input and also post on the school website.*

ii. *Adhere to the timeline with respect to the election or replacement of SSC members as determined by your Bylaws. Make changes if the timelines if needed.*

iii. *Roberts Rules*

1. [English](#)

2. [Spanish](#)

f. *SPSA Approval*

i. [SPSA Summary](#)

ii. *Vote 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_*

g. [Centralized Services for Madera Unified](#)

i. [Centralized Services are the costs associated with providing guidance, materials, and assistance to school sites. \(Spanish\)](#)

h. [Title I Parent Annual Meeting](#) *(Spanish included)*

i. *Provide materials to SSC that will be distributed during the Title I Annual Parent Meeting.*

i. *Parent Involvement/Education*

i. *Discuss ways to enhance parent involvement*

ii. *Identify Topics*

j. [Review Uniform Complaint Procedures \(UCP\)](#)

**6. Old Business**

**7. Reports**

**9. Announcements**

**10. Next Meeting:**

**11. Adjournment**

*(time, by whom, and second must be part of the minutes)*

i. *Vote 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_*