

# Pacific Drive Elementary Meeting Minutes - School Site Council



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**Location:** Pacific Drive Elementary via Zoom

**Date:** 9/30/21

**Time:** 7:30 am

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**Attendace:** Dr. Castillo, Debbie Orwat, Julie Smith, Tricia Wilson, Hilda Shimizu, Cyrus Norton

**Agenda items:**

1. Explain School Site Council and distribute by laws
2. Elect Chair, Co-Chair, Secretary

**Notes:**

Meeting called to order at 7:30 am by Dr. Castillo.

Dr. Castillo introduced herself and all present at meeting.

Dr Castillo explained School Site Council and and SSC by laws. Link to by laws was posted in chat. It will also be emailed to all present.

Dr. Castillo informed everyone that the duties of School Site Council included writing and approving school plan.

Elections were held for SSC Chair, Co-chair, and Secretary

**Julie Smith** nominated herself for SSC Chair. All said yes and approved nomination.

**Etka Pipalia** called in due to not being able to sign onto zoom and nominated herself for Co-Chair. All said yes and approved nomination.

**Hilda Shimizu** nominated herself for Secretary. All said yes and approved nomination.

Next Meeting October 12, 2021 3:00-4:00 pm on zoom. Zoom link is on Parent calendar. Needs Assessment will be topic for next meeting.

No questions or announcements at this time.

Meeting adjourned at 8:50 am.