



IRON HORSE MIDDLE SCHOOL

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Marissa Norris, Principal
Mona Keeler, Assistant Principal
Kate Bryzek, Assistant Principal

Veena Virdee, Office Manager
Katie Harp, Counselor
Jenny Bassett, Counselor
Soraya Cortes, Counselor

"Never Underestimate the Power of a Jaguar"

IRON HORSE SCHOOL SITE COUNCIL MINUTES

Date & Time: Wednesday, September 16, 2026 @ 8:00am

Location of Meeting: Library or [Virtual link](#)

Members in Attendance: Marissa Norris, Michelle Hamon, Denise Tully, Ajeeta Chaudhri, Veena Virdee, Jacqueline Ford (online), Phyllis Davis (online)

Guests: Adam Crawford (Ed Fund President), Amanda McCoy (PTA President), Patti Pfann (IH Math Teacher)

Agenda: [Presentation Slides](#)

- **Review/Approve [April Minutes](#) :**
 - Motion to approve moved by Denise Tully, 2nd by Ajeeta C, motion passed and approved by all present and online
- **Comments/Questions from the Public/DiscussionReview :**
 - Adam Crawford submitted (3) topics to discuss, responses per Marissa Norris.
 - 1) What is the MPR capacity and is questioning if space is appropriate for school growth?

MPR capacity is clearly posted in the MPR per code. The only potential plan for updating campus is to wait for a bond to be voted on and passed by the community. We cannot reconfigure the campus until a funding source is present.

2) How many staff members are out for supervision? Is a 1:900 staff to student ratio safe?

Break supervision is always at least 6 adults including Admin, approx 960 students out during break. Lunch time supervision is 3 adults minimum, sometimes we get parent volunteers so there will be more than 3 adults out at one time.

3) Do we need additional staff for lunch supervision? Do we have an “open campus” during lunch?

We currently use teachers willing to support during lunches for extra pay whenever we are short coverage for lunches and could benefit from additional help. We do not have an open campus. PGE will not allow us to get additional gates, PE ongoing request, unable to approve due to funding. Marissa also addressed the question about collaborating with other middle schools to see how they schedule lunches. Response is that our site is not as spatially large, our capacity for spaces is smaller so the way other schools plan things did not work for us logistically.

Discussion:

Question raised from Amanda McCoy: Are there other students that are in the same situation of their lunch schedule not accommodating their needs due to 504 concerns? Answer per Marissa, no, case by case basis and changes can and will be made if valid concerns are brought to Admin. Several hours were taken to make sure schedules are equitable to staff, student needs were taken into consideration.

Patti Pfann input: separating lunch for 6th graders affects students schedules, for example ability to be in a particular math course or elective

A question was raised, would we go to 3 lunches to separate 6th graders? The answer from Marissa is NO, we would have to open more spaces around campus.

Adam asked another question: Which lunch model would you prefer? Answer, teachers do not want separate 6th grade lunch, per Patti feedback, students will lose ability to take certain electives/schedule options.

END of discussion, no more comments.

- **Site Council Overview**

- **How does the site council work?** It is legally mandated for every school, 50% is IH staff and the other 50% are parents and ASB students officers. Parent members are voted in through an election process. Marissa provides leadership, responsible for facilitating meetings, revision of strategies and goals, making sure they are compliant, measurable and effective. Make decisions based on district provided data. Council must maintain documentation for three years. Principal is the point of contact, the public can address concerns, it is open to all. Council has to follow agenda rules, nothing can be added if not on agenda, minutes posted publicly.
- We are also a Title 1 school. Another goal is to improve the outcomes for Title 1 students. There is a meeting for families on 9/29/26 and budgets are included in our expenditure reviews. The site council can appoint committees, they have created the “Family Alliance” with black students which was taken district wide. It has been extended to the trivalley, connecting communities in Dublin and Pleasanton.

- **ByLaws- proposed changes to ARTICLE II - MEMBERSHIP Section A:**

Marissa wants to change the composition: 3 teachers/ 2 other personnel.
Will circle back on this next meeting, added to agenda.

- **Approve Prop 28 (VAPA) Proposed Budget:**

VAPA teachers created a proposed budget, any carry over must be used within 3 years. Marissa shared the budget proposal, items include: \$ for paying teacher stipends, teacher salary for digital photo and crafts sections, Drama teacher hired coaches for vocal and musical

production/choreography, Disney band trip sub costs and overnight stipends, supplies such as new class projectors, music stands, art supplies, tech class supplies, music sheets and repairs.

Michelle Hamon, made the motion to approve VAPA budget

Second by Denise Tully, no requests for discussion.

All in favor, no oppose. Prop 28 passed.

- **Budget:**

Site budget review (\$102, 000), overview of items: \$33,000 TSA salary, \$23,000 Campus monitor position, Office Assistant position, teacher extra pay, conference expenses

- **Student Update:**

Upcoming ASB elections, therefore no students were present. Michelle Hamon (Leadership advisor) shared updates/ticket sale info for 6th grade BASH on 9/18

- **Next meeting Agenda Items:**

Update by-laws, Ed Fund/PTA advocate for additional campus monitor/overall campus safety and discuss what they can do to support our school in regards to growth.

Adjournment: Marissa Norris amended meeting at 8:53am

2026-27 Meetings

(at Iron Horse Middle School Library or [virtually](#) @ 8:00am)

- September 16th
- October 21st
- November 18th
- January 27th
- February 24th
- April 14th