



Allison Elementary

School Site Council Agenda/Minutes

Agenda / Actas del Consejo Escolar

Date & Time (Fecha & Hora)

10/07/2026

2:30 PM

Location (Ubicación)

Zoom

Zoom Link (Enlace de Zoom)

<https://twinriversusd-org.zoom.us/j/81532706787>

2026 - 2027, Elected SSC Members *Miembros Electos de SSC*

Non-staff: Parents/Community Member/Students <i>No Personal: Padres/Miembros de la Comunidad/Estudiantes</i>			Present / Absent <i>Presente/ Ausente</i>
Parent	Shataye Smith	Year 1	
Parent	Katrina Figueroa	Year 1	
Parent	Nichole Clay	Year 1	
Parent	Cassandra Jones	Year 1	
Parent	Candisha Scott	Year 1	
Alternates (Alternativos):			
*Parents/Community Members that are employees of the school may not serve as a parent member of the site council. (Student reps are for secondary sites only) *Los Padres/Miembros de la Comunidad que son empleados de la escuela no pueden servir como padres miembros del consejo escolar. (Los representantes de alumnos son sólo para escuelas secundarias).			
Staff: Principal or Designee/Teachers/Other Staff <i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>			Present / Absent <i>Presente/ Ausente</i>
Principal/Designee: <i>Directora(a)/ Designado(a):</i> Fernando Cruz			
Teacher: <i>Maestro(a):</i>	Krista Rogers	Year 1	
Teacher: <i>Maestro(a):</i>	Kristin Caywood	Year 1	
Teacher: <i>Maestro(a):</i>	Stacy Stapp	Year 1	
Other Staff: <i>Otro Personal:</i>	Nancy Olson	Year 1	
Alternates: <i>Alternativos:</i>			
*Teachers must be the majority *Los maestros deben ser mayoría			

AGENDA		
ITEM <i>ARTÍCULO</i>	Facilitator <i>Facilitador(a)</i>	Minutes <i>Minutas</i>
Call to Order / Sign in sheet <i>Orden del Día/ Hoja de Firmas</i> Quorum <i>Quórum (50% +1)</i>	Chairperson <i>Presidente</i>	This meeting is called to order at: <i>Se abre la sesión a las</i> Total Members in Attendance: <i>Total de Miembros Presentes:</i> Quorum: <i>Quórum:</i>
Public Comment (2 minutes per speaker) <i>Comentarios del Público (2 minutos cada participante)</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i>
Review Agenda <i>Repasar Agenda</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i>
Review / approve minutes from last meeting <i>Revisar/aprobar el acta de la última reunión</i> May 2026 Minutes 1🔗 Previous Minutes	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>

Council Business *Asuntos del Consejo*

New Members (Nuevos Miembros)

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas

Elect Officers (Elegir a Funcionarios)

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas

Member Training (Formación de Miembros)

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas

Required Document Review & Approve: *Revisión y Aprobación de Documentos Requeridos:*

Bylaws (Reglamentos)	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
1 Attachment		
Parent Involvement (Participación de Padres)	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
1 Attachment		
School Compact (Compacto Escolar)	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
1 Attachment		
Other Reviewing Terms of Service	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>

Document Review: *Revisión y de Documentos*

N/A	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i>
N/A	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i>

School Plan For Student Achievement (SPSA) *Plan Escolar para el Rendimiento Académico de los Estudiantes (SPSA)*

N/A Review SPSA goals and actions and CAASPP data	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
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Other Business: <i>Otros Asuntos:</i>		
ELAC Reporting <i>Informes ELAC</i>	Chairperson <i>Presidente</i>	Summary of Reporting (<i>Resumen de Informes</i>)
Committee Reports or Guest Presenters (PTA, DELAC, Other outside presenters) <i>Informes de Comités o Presentadores Invitados (PTA, DELAC, otros presentadores externos)</i>	Chairperson <i>Presidente</i>	Summary of Presentation (<i>Resumen de Presentación</i>)
Additional Information/New Business/Discussion <i>Información Adicional/Asuntos Nuevos/Conversación</i>	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i>
Adjournment: <i>Aplazamiento:</i>	Chairperson <i>Presidente</i>	Time: <i>Hora:</i>

Next meeting date: <i>Fecha de próxima reunión:</i>	11/18/2026	2:30 PM
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Allison Elementary

School Site Council Agenda/Minutes

Agenda / Actas del Consejo Escolar

Date & Time (Fecha & Hora)

05/27/2026

3:00 PM

Location (Ubicación)

ZOOM

Zoom Link (Enlace de Zoom)

<https://twinriversusd-org.zoom.us/j/84192209410>

2025 - 2026, Elected SSC Members *Miembros Electos de SSC*

Non-staff: Parents/Community Member/Students <i>No Personal: Padres/Miembros de la Comunidad/Estudiantes</i>		Present / Absent <i>Presente/ Ausente</i>
Parent	Chashi Hatfield	Absent
Parent	Jennifer Phelan	Present
Parent	Heidy Gonzalez	Absent
Parent	Sheryl Scott	Present
Parent	Melissa Jameson	Present
Alternates (Alternativos):		
*Parents/Community Members that are employees of the school may not serve as a parent member of the site council. (Student reps are for secondary sites only) *Los Padres/Miembros de la Comunidad que son empleados de la escuela no pueden servir como padres miembros del consejo escolar. (Los representantes de alumnos son sólo para escuelas secundarias).		
Staff: Principal or Designee/Teachers/Other Staff <i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>		Present / Absent <i>Presente/ Ausente</i>
Principal/Designee: Directora(a)/ Designado(a): Fernando Cruz		Present
Teacher: Maestro(a): Kristin Caywood		Absent
Teacher: Maestro(a): Karen Marchi-Wagner		Present
Teacher: Maestro(a): Barbara Heally		Present
Other Staff: Otro Personal: Nancy Olson		Present
Alternates: Alternativos:		
*Teachers must be the majority *Los maestros deben ser mayoría		

AGENDA

ITEM <i>ARTÍCULO</i>	Facilitator <i>Facilitador(a)</i>	Minutes <i>Minutas</i>
Call to Order / Sign in sheet <i>Orden del Día/ Hoja de Firmas</i> Quorum <i>Quórum (50% +1)</i>	Chairperson <i>Presidente</i>	This meeting is called to order at: <i>Se abre la sesión a las</i> 3:02 PM Total Members in Attendance: 7 <i>Total de Miembros Presentes:</i> Quorum: Yes (Si) <i>Quórum:</i>
Public Comment (2 minutes per speaker) <i>Comentarios del Público (2 minutos cada participante)</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i> n/a
Review Agenda <i>Repasar Agenda</i>	Chairperson <i>Presidente</i>	Summary of Comments <i>(Resumen de Comentarios)</i> Reviewed
Review / approve minutes from last meeting <i>Revisar/aprobar el acta de la última reunión</i>	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Minutes/Actas Person <i>Persona:</i> Nancy Olson Second <i>Se secundó:</i> Barbara Heally In favor <i>A favor :</i> 7 Oppose <i>En contra:</i> 0 Abstain <i>En abstención:</i> 0 Motion: Pass or Fail: Pass <i>Moción: Aprobada o Rechazada</i>

Council Business *Asuntos del Consejo*

N/A

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas
n/a

N/A

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas
n/a

N/A

Chairperson
*Presidente***Summary of Action Taken**
Resumen de Medidas Adoptadas
n/a

Required Document Review & Approve: *Revisión y Aprobación de Documentos Requeridos:*

N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> n/a Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> n/a Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> n/a Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>
N/A	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> n/a Person <i>Persona:</i> Second <i>Se secundó:</i> In favor <i>A favor :</i> Oppose <i>En contra:</i> Abstain <i>En abstención:</i> Motion: Pass or Fail: <i>Moción: Aprobada o Rechazada</i>

Document Review: *Revisión y de Documentos*

Title I Evaluation (Evaluación de Título I) Additionally review ELAC SPSA Recommendations	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Reviewed
Needs Assessment (Evaluación de Necesidades) Additionally review ELAC SPSA Recommendations	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Reviewed

School Plan For Student Achievement (SPSA) *Plan Escolar para el Rendimiento Académico de los Estudiantes (SPSA)*

Approve 26-27 SPSA	Chairperson <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> 26-27 SPSA Person <i>Persona:</i> Jennifer Phelan Second <i>Se secundó:</i> Karen Marchi-Wagner In favor <i>A favor :</i> 7 Oppose <i>En contra:</i> 0 Abstain <i>En abstención:</i> 0 Motion: Pass or Fail: Pass <i>Moción: Aprobada o Rechazada</i>
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Other Business: <i>Otros Asuntos:</i>		
ELAC Reporting <i>Informes ELAC</i>	Chairperson <i>Presidente</i>	Summary of Reporting (<i>Resumen de Informes</i>) n/a
Committee Reports or Guest Presenters (PTA, DELAC, Other outside presenters) <i>Informes de Comités o Presentadores Invitados (PTA, DELAC, otros presentadores externos)</i>	Chairperson <i>Presidente</i>	Summary of Presentation (<i>Resumen de Presentación</i>) n/a
Additional Information/New Business/Discussion <i>Información Adicional/Asuntos Nuevos/Conversación</i> Discuss Cell Phone Policy	Chairperson <i>Presidente</i>	Summary of Action Taken <i>Resumen de Medidas Adoptadas</i> Reviewed Discussed concerns over confiscation and enforcement of policy.
Adjournment: <i>Aplazamiento:</i>	Chairperson <i>Presidente</i>	Time: Hora: 3:32 PM

Next meeting date: <i>Fecha de próxima reunión:</i>	09/23/2026	3:00 PM
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BOARD POLICY (BP 5131.8)

Student Use of Cell Phones and Personal Electronic Devices (Grades TK–12)

Policy Statement

The Governing Board recognizes that personal electronic devices can support communication and safety, but may also disrupt learning, student engagement, mental health, and overall school climate when misused or excessively used during the school day.

In accordance with California law, the Board directs that student use of smartphones and personal electronic devices shall be limited during the school day in order to promote academic focus, student engagement, safety, and a distraction-free learning environment.

The Board establishes a “bell-to-bell” expectation that personal electronic devices remain off and away during the instructional day for students in grades TK–8, with more limited use permitted at the high school level as defined in administrative regulation.

For elementary students (TK–6), the Board strongly discourages bringing personal electronic devices to school. Personal electronic devices are brought to school at the student’s own risk.

The Superintendent or designee shall develop administrative regulations to ensure consistent implementation, including expectations for use, prohibited conduct, staff authority, consequences for misuse, and procedures for handling devices.

Applicability

This policy applies while students are:

- On school grounds
- During school hours
- At school-sponsored activities
- Under the supervision and control of district staff

Authority of School Staff

School staff may regulate student possession and use of personal electronic devices and may require a student to relinquish a device when used in violation of district policy or school rules.

Exceptions

Students shall not be prohibited from using a device when:

- Required for an emergency
- Authorized by staff for instructional purposes
- Required for a documented medical condition
- Required by an Individualized Education Program (IEP) or Section 504 Plan

Liability

Personal electronic devices are brought to school at the student's own risk. The district and school sites assume no responsibility for loss, theft, or damage except in cases of gross negligence.

ADMINISTRATIVE REGULATION (AR 5131.8)

Student Use of Cell Phones and Personal Electronic Devices (Grades TK–12)

1. Definitions

Personal electronic devices include, but are not limited to:

- Smartphones and cell phones
- Smartwatches with communication capability
- Earbuds and headphones
- Tablets or similar personal devices
- Recording devices (e.g., Meta glasses)

2. Standard: “Off and Away”

“Off and away” means:

- Device is powered off, on silent, or in “Do Not Disturb” mode
- Device is not visible or accessible to the student
- Device is stored in a backpack or designated location as directed by staff

3. Applicability

This regulation applies:

- On campus, including before school, passing periods, recess, and lunch
- During school-sponsored activities
- Under the supervision and control of district staff

4. Elementary and K–8 Expectations

Grades TK–6 (Elementary)

- Students may bring devices to school for safety purposes; however, the district strongly discourages bringing personal electronic devices to school.
- Devices must remain off and away for the entire school day (“bell-to-bell” or “gate-to-gate”), including:
 - Before school
 - Instructional time
 - Recess
 - Lunch
- No student use is permitted during the school day unless:
 - Explicitly authorized by staff for instructional purposes
 - Required by an IEP, Section 504 Plan, or documented medical need
- Earbuds, headphones, and smartwatches must also remain off and stored.

Grades 7–8 (Middle School)

- Devices must remain off and away for the entire school day (“bell-to-bell” or “gate-to-gate”), including:
 - Passing periods
 - Lunch
- Use is permitted only:
 - With staff authorization for instructional purposes
 - With administrative approval when appropriate
- Earbuds, headphones, and smartwatches must remain off and stored unless authorized.

5. Secondary Expectations (Grades 9–12)

- Devices must be off and away during instructional time.
- Use may be permitted:
 - Before school
 - Passing periods
 - During lunch
- Teachers may authorize use for instructional purposes when:
 - Clearly aligned to instructional objectives
 - Structured and time-bound
 - Actively monitored and supervised

6. Classroom Expectations

- Students shall place devices in designated storage systems or keep them off and away as directed by staff.
- Devices may only be used when:
 - Authorized by the teacher
 - Used for instructional purposes

7. Permitted Use / Exceptions

Students may use personal electronic devices only when:

- Explicitly authorized by school staff for instructional purposes
- Required for a documented IEP, Section 504 Plan, or medical need
- Approved by administration for an emergency or extenuating circumstance

The school office remains the primary point of contact for urgent communication between families and students.

8. Prohibited Conduct

Students shall not:

- Use devices in violation of “off and away” expectations
- Record, photograph, or audio capture individuals without consent
- Use wearable recording devices without authorization
- Use devices for academic dishonesty
- Engage in bullying, harassment, or inappropriate communication
- Use devices in restrooms, locker rooms, or private areas
- Access inappropriate content
- Disrupt the learning environment

9. Staff Authority and Response to Misuse

Staff may:

- Direct devices to be put away
- Redirect students to comply with expectations
- Require devices to be relinquished
- Confiscate devices for the remainder of the class period or school day
- Refer repeated misuse to administration

Schools may implement progressive responses to repeated misuse, including:

1. Device held by staff until end of class or end of day

2. Device transferred to the office until dismissal
3. Parent/guardian notification and required retrieval
4. Parent/student/device-use agreements
5. Documentation in Aeries or other district systems

All responses shall be:

- Consistent with district discipline policies
- Developmentally appropriate
- Focused on correcting behavior and maintaining a safe learning environment

10. Handling, Storage, and Care of Devices

When a device is taken from a student:

- Staff shall exercise reasonable care in handling the device
- The device may be held by staff or transferred to a secure and locked location
- Access shall be limited to authorized personnel
- Site administrators may establish procedures for:
 - Storage
 - Documentation
 - Logging devices in and out
 - Return of devices

Placing a confiscated device on top of or inside an unlocked desk or cabinet is not considered a properly secured location.

The district is not responsible for loss, theft, or damage except in cases of gross negligence.

11. Search of Devices

Personal electronic devices shall not be searched except in accordance with law and district policy.

12. Privacy and Safety

Students shall not use devices to violate the privacy, safety, or rights of others.

Students shall not:

- Record or photograph others without permission
- Use devices in restrooms, locker rooms, or other private areas
- Use devices in a manner that disrupts school operations or compromises safety

13. Emergency Procedures

- Students must follow all staff directions during emergencies.
- Personal devices may not be used unless directed by staff.
- Students may contact families through the office or with staff permission.
- Families should contact the school office for urgent communication.

14. Access and Equity

Schools shall ensure:

- Students have access to necessary instructional technology
- Alternatives are provided when personal devices are not available

15. Site Implementation

Schools may implement site-specific systems aligned with this regulation, including:

- Gate-to-gate restrictions
- Classroom phone storage systems
- Designated phone-free zones
- Office-based procedures
- Structured collection procedures
- Device-use agreements

16. Communication and Review

- This policy and regulation shall be communicated annually to students and families.
- The policy shall be included in student and parent handbooks.
- Schools may reinforce expectations throughout the school year.
- The district shall review and update this policy and regulation at least every five years in accordance with state law.

Allison School Site Council Bylaws

Article I: Duties of the SSC

The SSC of Allison School, hereinafter referred to as the SSC, shall carry out the following duties:

- Obtain recommendations for, and review of, the proposed School Plan for Student Achievement (SPSA) from all school advisory committees
- Develop and approve the SPSA and related expenditures in accordance with all state and federal laws and regulations
- Recommend the SPSA and expenditures to the governing board for approval
- Provide ongoing review of the implementation of the SPSA with the principal, teachers, and other school staff members
- Make modifications to the SPSA whenever the need arises
- Submit the modified SPSA for governing board approval whenever a material change (as defined in district governing board policy) is made in planned activities or related expenditures
- Annually (and at each semester, trimester, etc.) evaluate the progress made toward school goals to raise the academic achievement of all students
- Carry out all other duties assigned to the SSC by the district governing board and by state law

Article II: Members

New members will be voted into office during the August and September Elections. Elections will be administered via electronic ballot when possible and will follow the laws outlined in EdCode Section 65000

Section A: Composition

The SSC shall be composed of <insert number> members, selected by their peers, as follows:

- 3 Classroom teachers (Provide definition of classroom teacher)
- 1 Other school staff members
- 5 Parents or community members
- The school principal or designee shall be an ex officio member of the SSC

SSC members chosen to represent parents may be employees of the school district **so long as they are not employed at this school.**

Section B: Term of Office

SSC members shall be elected for 2 year terms. Half, or the nearest approximation thereof, of each representative group shall be elected during odd years, and the remaining number elected during even years. (This example assumes two-year terms; the language should be modified to reflect the length of term agreed to by the SSC.) At the first regular meeting of the SSC, each member's current term of office shall be recorded in the minutes of the meeting.

Section C: Voting Rights

Each member is entitled to one vote and may cast that vote on any matter submitted to a vote of the SSC. Absentee ballots shall not be permitted.

Section D: Termination of Membership

The SSC may, by an affirmative vote of two-thirds of all its members, suspend or expel a member. Any elected member may terminate his or her membership by submitting a written letter of resignation to the SSC chairperson.

Section E: Transfer of Membership

Membership on the SSC may not be assigned or transferred.

Section F: Vacancy

Any vacancy on the SSC occurring during the term of a duly elected member shall be filled by a new member selected in an appropriate manner (e.g., regular elections; appointment of the SSC for the period of time until the next regular election; or the seating of a previously elected alternate member to fill the remainder of the term of the vacant seat).

Article III: Officers

Section A: Officers

The officers of the SSC shall be a chairperson, vice-chairperson, secretary, and other officers the SSC may deem desirable.

The chairperson shall:

- Preside at all meetings of the SSC

- Sign all letters, reports, and other communications of the SSC
- Perform all duties incident to the office of the chairperson
- Have other such duties as are prescribed by the SSC

The vice-chairperson shall:

- Represent the chairperson in assigned duties
- Substitute for the chairperson in his or her absence

The secretary shall:

- Keep minutes of all regular and special meetings of the SSC
- Transmit true and correct copies of the minutes of such meetings to members of the SSC and to the following other persons: <insert name>
- Provide all notices in accordance with these bylaws
- Be custodian of the records of the SSC
- Keep a register of the names, addresses and telephone numbers of each member of the SSC, the chairpersons of school advisory committees, and others with whom the SSC has regular dealings, as furnished by those persons
- Perform other such duties as are assigned by the chairperson or the SSC

Section B: Election and Terms of Office

The officers shall be elected annually at the first meeting of the SSC and shall serve for one year, or until each successor has been elected.

Section C: Removal of Officers

Officers may be removed from office by a two-thirds vote of all the members.

Section D: Vacancy

A vacancy in any office shall be filled at the earliest opportunity by a special election of the SSC for the remaining portion of the term of office.

Article IV: Committees

Section A: Subcommittees

The SSC may establish and abolish subcommittees of its own membership to perform duties as shall be prescribed by the SSC. At least one member representing teachers and one member representing parents shall make up the subcommittee. No subcommittee may exercise the authority of the SSC.

Section B: Other Standing and Special Committees

The SSC may establish and abolish standing or special committees with such composition to perform such duties as shall be prescribed by the SSC. No such committee may exercise the authority of the SSC.

Section C: Membership

Unless otherwise determined by the SSC, the SSC chairperson shall appoint members of standing or special committees. A vacancy on a committee shall be filled by appointment made by the chairperson.

Section D: Terms of Office

The SSC shall determine the terms of office for members of a committee.

Section E: Rules

Each committee may adopt rules for its own government not inconsistent with these bylaws or rules adopted by the SSC, or policies of the district governing board.

Section F: Quorum

A majority of the members of the committee shall constitute a quorum, unless otherwise determined by the SSC. The act of a majority of the members present shall be the act of the committee, provided a quorum is in attendance.

Article V: Meetings of the SSC

Section A: Meetings

The SSC shall meet regularly on the following dates: 9/27, 11/29, 1/31, 3/20, 5/22. Special meetings of the SSC may be called by the chairperson or by a majority vote of the SSC.

Section B: Place of Meetings

The SSC shall hold its regular meetings at a facility provided by the school, unless such a facility that is accessible to the public, including handicapped persons, is unavailable. Alternate meeting places may be determined by the chairperson or by majority vote of the SSC.

Section C: Notice of Meetings

Written public notice shall be given of all meetings at least 72 hours in advance of the meeting. Changes in the established date, time, or location shall be given special notice. All meetings shall be publicized in the following venues: Allison Website, Allison Marquee, Allison Office Window, and TRUSD Website..

All required notices shall be delivered to the SSC and committee members no less than 72 hours and no more than 7 days in advance of the meeting, personally or by mail (or by e-mail).

Section D: Quorum

The act of a majority of the members present shall be the act of the SSC, provided a quorum is in attendance, and no decision may otherwise be attributed to the SSC. A majority of the members of the SSC shall constitute a quorum.

Section E: Conduct of Meetings

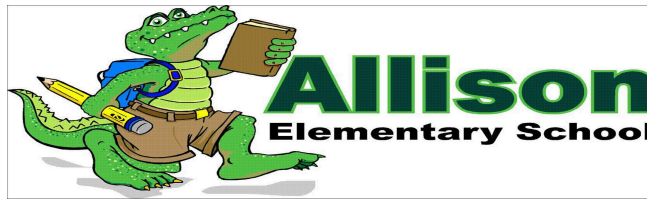
Meetings of the SSC shall be conducted in accordance with the rules of order established by California *EC* Section 3147(c), and with *Robert's Rules of Order* or an adaptation thereof approved by the SSC.

Section F: Meetings Open to the Public

All meetings of the SSC, and of committees established by the SSC, shall be open to the public. Notice of such meetings shall be provided in accordance with Section C of this article.

Article VI: Amendments

An amendment of these bylaws may be made at any regular meeting of the SSC by a vote of two-thirds of the members present. Written notice of the proposed amendment must be submitted to SSC members at least 7 days prior to the meeting at which the amendment is to be considered for adoption.



TITLE I PARENT INVOLVEMENT POLICY

ALLISON ELEMENTARY SCHOOL

2025-26

Allison Elementary School has developed a written Title I parental involvement policy with input from Title I parents. This policy was developed with parent and staff input. It has distributed the policy to parents of Title I students. It was distributed to parents in the students Wednesday Folders. The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

INVOLVEMENT OF PARENTS IN THE TITLE I PROGRAM:

To involve parents in the Title I program at Allison Elementary, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program. The parents at Allison Elementary are informed about the school's Title I requirements and the right to be involved in the Title I program at our annual Back-to-School Night, which is held within the 1st 3 weeks of school opening. After the classroom teachers and school staff are introduced at Back-to-School Night, the principal review the rights and requirements via a PowerPoint presentation in the school multi-purpose room.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the afternoons or evening. Flexible parent meetings are offered in the afternoons, and evenings. Some Title 1 parents are a part of the School Site Council, Parent Committee and English Language Advisory Committee.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy. Information is gathered at parent input meetings regarding the needs of the Title 1 students. Parents are an integral part of the School Site Plan.
- The school provides parents of Title I students with timely information about Title I programs. Parents are informed about information regarding Title 1 programs at meetings, Family Nights, and written correspondence sent home with the students in their Wednesday Folders.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet. Parents are informed about curriculum, assessments, and student progress and proficiency at Back-to-School Nights, Mid-Trimester Progress Reports, Wednesday Folders, Parent Conferences, Report Cards, and Open House. Student Study Team and IEP Meetings are also held for at-risk and special needs

students.

- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children. Parents can contribute to decisions related to the education of their child at parent-teacher conference meetings, meetings with the principal, Student Study Team meetings and/or meetings with the Support Staff.

BUILDING CAPACITY FOR INVOLVEMENT: Allison engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices:

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children. The state academic content standards and assessments are explained to parents by the classroom teacher at Back-to-School Night, and Parent Teacher Conferences, and Student Study Meetings. Parents are provided with assistance in how to monitor and improve the achievement of their children with assistance from the Classroom Teacher. Teachers provide ongoing student assessment and achievement information to parents in the weekly Wednesday Folders, and Mid-Trimester Progress Reports and Report Cards. The monitoring and improvement of student achievement is also discussed in Student Study Team meetings, IEP meetings and Professional Learning Community monthly collaboration meetings.
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement. Title I parents are provided with training and materials to work with their students at Back-to-School Nights, Parent Teacher Conferences, and Student Study Team meetings and informal parent meetings with the teacher.
- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and on how to work with parents as equal partners. Parent Involvement is a primary focus at Allison. It is a primary goal of the staff and classroom teachers to engage and involve parents in their child's education. Parents are informed that they are an integral part of their child's education.
- Parents of Title I students are some of the same parents that are part of the School Site Council, Parent Teacher Association and English Language Advisory Committee. Most of the school activities, events, resources and supports are for all parents of students on campus.
- The school distributes information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand. Parent information is distributed in everyday common language terms. Acronyms spelled out and educational vernacular and academic language are rarely used. Written language flyers and correspondence is translated for parents who speak a language other than English, if it is a dominant language at the school site.
- The school provides support for parental involvement activities requested by Title I parents. The school provides many parent involvement activities requested by Title I, School Site Council, English Language Advisory Committee, Drug/Bully Free Week, Family Math Night, Family Technology Night, Family Movie Night, Hispanic Heritage Month, Black History Month, Read Across America and Talent Show.

ACCESSIBILITY

Allison Elementary School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand. All parents are provided opportunities to participate in our many evening events, family nights, classroom activities, and festivals. Many of the parents have students that are Title I, English Learners, and/or disabled. Translators are available

to assist parents communicate with school staff, teachers, and principal. Allison has a bilingual specialist, counselor, Administrative Clerk and Family Community liaison on staff who speak Spanish. The district office provides translators upon request. The district office is also available to translate any forms or booklets to enhance school home communications. Messages on Parent Square and nearly all flyers sent home are translated for parents. Allison is a family-friendly school, where parent involvement, input and access is highly valued.

Twin Rivers Unified School District
Allison Elementary School
Compact for School Success

Student's Name _____ Teacher _____
Grade _____

Dear Allison Families,

In order to provide the best education for your children, it is essential that we work closely with you. You are a very important part of our team. Your support ensures your children's success in school. We encourage you to take an active role in your children's education. Teachers, families, and students share responsibilities that we as partners carry out to achieve student success in school and in life. Teachers have reviewed these responsibilities with students in class. Please review them with your child/children. Please sign this agreement, keep the yellow copy and return the white copy to your child's teacher this week. If this is a digital format, please type your name at the bottom and return to your teacher. Your signature indicates that you agree to the Compact.

Thank you for your support,
Allison School Staff

Students: I realize that my education is important. I know I am the one responsible for my own success. Therefore, I will make every effort to:

- Come to school every day, arrive on time, and be ready to learn.
- Complete and return all homework assignments on time.
- Spend time at home studying and reading.
- Follow all rules at school; respect myself, others, and school property.
- Be Safe, Be Respectful, Be Responsible, Be Kind
- Always try my best.

Parents/Guardians: To encourage my child's learning and success in school, I will make every effort to:

- See that my child is at school on time every day, ready to learn.
- Support the school's discipline and dress code policy.
- Establish a time for homework and review it regularly.
- Read to my child; have my child read to me; and sign his/her Book Log.
- Make sure my child gets at least eight hours of sleep every night.
- Teach my child to respect authority and the rights of others.
- Maintain ongoing communication with teachers and school personnel.
- Limit and supervise television viewing and electronic game playing.
- Participate in school governance (PTA, SSC, and ELAC).
- Support the Parent/Teacher Involvement Program.

Teachers: To ensure an optimal educational experience for each child, I will make every effort to:

- Provide a challenging, standards-based curriculum to every student.
- Provide meaningful homework assignments.
- Provide help to parents to enable them to assist the student in the completion of schoolwork and homework.
- Inform parents/guardians of student progress and behavior on a regular basis.
- Design effective Instruction that will engage the learner.
- Enforce school rules consistently and fairly.
- Support the Parent/Teacher Involvement Program.

Student's Signature

Date

Parent/Guardian Signature

Date

Escuela Primaria Allison
Compacto para el éxito escolar

Nombre del alumno _____ Maestro _____
Calificar _____

Queridas familias,

Con el fin de proporcionar la mejor educación para sus hijos, es esencial que trabajemos estrechamente con usted. Eres una parte muy importante de nuestro equipo. Su apoyo garantiza el éxito de sus hijos en la escuela. Le recomendamos que tome un papel activo en la educación de sus hijos. Maestros, familias y estudiantes compartimos las responsabilidades que nosotros como socios llevamos a cabo para lograr el éxito de los estudiantes en la escuela y en la vida. Los maestros han revisado estas responsabilidades con los estudiantes en clase. Por favor, revíselo con su hijo/ hijos. Por favor firme este acuerdo, guarde la copia amarilla y devuelva la copia blanca al maestro de su hijo esta semana. Si se trata de un formato digital, escriba su nombre en la parte inferior y vuelva a su profesor. Su firma indica que está de acuerdo con el Pacto.

Gracias por su apoyo,
Personal de la escuela Allison

Estudiantes: Me doy cuenta de que mi educación es importante. Sé que soy el responsable de mi propio éxito. Por lo tanto, haré todo lo posible para:

- Ven a la escuela todos los días, llega a tiempo y prepárate para aprender.
- Complete y devuelva todas las tareas a tiempo.
- Pasar tiempo en casa estudiando y leyendo.
- Siga todas las reglas en la escuela; respetarme a mí mismo, a los demás y a la propiedad de la escuela.
- Sé seguro, sé respetuoso, sé responsable, sé amable
- Siempre esfuérzate lo mejor posible.

Padres/Tutores: Para fomentar el aprendizaje y el éxito de mi hijo en la escuela, haré todo lo posible para:

- Vea que mi hijo está en la escuela a tiempo todos los días, listo para aprender.
- Apoyar la disciplina de la escuela y la política del código de vestimento.
- Establezca un tiempo para la tarea y revísela regularmente.
- Leerle a mi hijo; que mi hijo me lea; y firmar su registro de libros.
- Asegúrese de que mi hijo duerma al menos ocho horas todas las noches.
- Enséñele a mi hijo a respetar la autoridad y los derechos de los demás.
- Mantener una comunicación continua con los maestros y el personal de la escuela.
- Limitar y supervisar la visualización de televisión y el juego electrónico.
- Participar en la gobernanza escolar (PTA, SSC y ELAC).
- Apoye el Programa de Participación de Padres/Maestros.

Maestros: Para asegurar una experiencia educativa óptima para cada niño, haré todo lo posible para:

- Proporcione un plan de estudios desafiante basado en estándares a cada estudiante.
- Proporcione asignaciones de tareas significativas.
- Proporcionar ayuda a los padres para permitirles ayudar al estudiante en la finalización de las tareas escolares y la tarea.
- Informar a los padres/tutores del progreso y el comportamiento de los estudiantes de forma regular.
- Diseñar instrucción eficaz que involucre al alumno.
- Hacer cumplir las reglas escolares de manera consistente y justa.
- Apoye el Programa de Participación de Padres/Maestros.

Firma del estudiante

Fecha

Firma del padre/tutor

Fecha