

**Bend Elementary School
September 9, 2024 at 3:15 pm
MEETING MINUTES**

1. **Call to Order:**
The meeting was called to order at 3:18 pm on Sept. 9, 2024.
2. **Introduction and Greetings:**
Jessica Gantenbein greeted and welcomed all in attendance.
3. **Roll Call:**
 - A. *Roll call was taken.*
Members present: Jessica Gantenbein, Brad Mendenhall, Lauren Connor, Staci Tosti, Megan Stewart, Michelle Thompson and Heidi Mendenhall.
Members absent: None. A quorum was established.
 - B. Guests: No guests were in attendance.
4. **Approval of Agenda:**
The Agenda was approved by a motion from Heidi Mendenhall and a second by Megan Stewart, a unanimous vote.
5. **Approval of Minutes: May 13, 2024**
The May 13, 2024 Minutes were approved by a motion from Lauren Conner and a second by Heidi Mendenhall; the motion carried by unanimous vote.
6. **School Plan for Student Achievement (SPSA) update on goals (if applicable)**
 - a. Academic - Reviewed and discussed Historical Data for both IReady and CAASPP (ELA and Math)
7. **Discussion/Action Items**
 - a. Introduced Michelle Thompson
 - b. Reviewed Bend Site Council By-Laws - included in the discussion were the roles of officers.
 - c. Went through procedures and protocols with the new member, as well as returning members.
 - d. Elect Officers -
 - i. Chairperson - Lauren Conner
J.Gantenbein nominated L.Conner, M. Thompson 2nd, Unanimously approved
 - ii. Vice-Chairperson - Heidi Mendenhall
M. Stewart nominated H.Mendenhall, L.Conner 2nd, Unanimously approved
 - iii. Secretary - Jessica Gantenbein
M. Stewart nominated J.Gantenbein, M. Thompson 2nd, Unanimously approved
 - iv. Timekeeper - Megan Stewart
B. Mendenhall nominated M. Stewart, H.Mendenhall 2nd, Unanimously approved

e. Revise, update, and approve BP 6020.13

The SSC reviewed board policy, BP 6020.13; there were no recommendations for edits or changes. On a motion by Heidi Mendenhall and a second by Lauren Conner, BP 6020.13 was approved by unanimous vote.

f. Revise, update, and approve Interim Comprehensive School Safety Plan

The interim school safety plan was approved by a motion from Heidi Mendenhall and a second by Lauren Conner, and approved by unanimous vote.

8. **Evaluation of Meeting:** All members gave a “thumbs up”.

9. **Future Agenda Items:**

1. Share Parent Survey Results
2. Review Goals for School Plan for Student Achievement
3. Review Budget for School Plan for Student Achievement
4. Revise, Update, and Approve School Plan for Student Achievement

10. **Next Meeting:** *October 14, 2024*

11. **Adjournment**

Motion made by S. Tosti, 2nd by M. Stewart, Unanimous approved
The meeting was adjourned at 4:18 pm.