

**Urban Science Academy  
School Site Council Meeting Notes  
November 19, 2015**

Meeting held at Eastern Bank Community room in Jamaica Plain from 6:15 – 8:15pm

1. Welcome & Agenda Overview / Re - Introductions
  - a. Members present: Jeff Cook, Annie Le, Deidra Eyma, Darcel Hunt, Craig Sweeney, Siobhan Mulligan, Ivette Rivera, Bobby Bigby III, and Christina Stevens.
2. Review of October 15<sup>th</sup> Meeting Minutes
  - a. Update to the end time of the meeting from 7:30pm to 8:00pm
3. Review of Role of School Site Councils
  - a. SSC Manual Section 4 page 63 was read. Agreed we will regularly review this section.
4. Discussion and vote on USA Quality School Plan for SY15-16
  - a. Unanimous Approval of the QSP for SY15-16
  - b. Agreed to have discussions around expectations and training so the plan is clear to everyone involved
  - c. Agreed feedback; anonymous or not; should be provided to SSC and/or Head Master to help aid in the clarity and implementation of the plan
  - d. SSC will check in on the implementation of the plan to be sure we are on the right track to succeed
5. Overview of FY2016 School Budget
  - a. The budget was requested and a brief overview was provided
  - b. We will discuss at a future meeting when we have the new enrollment numbers
  - c. SSC should be made aware of any outside group approved to come into the school
6. Transparency of Fundraising in School
  - a. SSC should be made aware of all fundraising occurring in U.S.A.
7. Upcoming Events
  - a. Thanksgiving Potluck Nov 25<sup>th</sup> during the day. Everyone is asked to donate a dish to the potluck.
  - b. Financial Aid Event –date to be announced
  - c. Holiday Concert Dec 18<sup>th</sup> time to be announced

8. Propose Agenda Items for Next Meeting
  - a. Budget
  - b. Dress Code
  - c. Fundraising Review
  - d. QSP progress
  
9. Announcements/Wrap-Up/Next Steps
  - a. After School Transportation Update –Mon and Wed we have limited after school transportation
  - b. Mandatory After School Support for 9<sup>th</sup> grade students will begin
  
10. Personnel Subcommittee Members Elected
  - a. Teachers: Craig Sweeney and Ivette Rivera, alternate Siobahn Mulligan
  - b. Parent: Bobby Bigby III, alternate Christina Stevens
  - c. Student: Deidra Eyma
  - d. Head Master Jeff Cook
  
11. Next meeting: December 17<sup>th</sup> at Eastern Bank in JP at 6pm
  
12. Meeting adjourned at 8:15pm