

Meeting Date 01/29/2026 Meeting Location: Conference Room

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| Members present | Ms. Garcia (Principal), Ms. Marty (Community Member), Ms. Alnajjar (Facilitator), Ms. Contreras (Parent Representative), Ms. Adams, Modestine (Teacher), Ms. Force, Chelsea (Teacher), Mr. Bolanos Romero, Julio (Teacher), Mr. McGinn, Michael (Campus Monitor) |
| Members absent | None |
| Constituency group represented | Administration, Teachers, Staff, Parents, Community |

I. Called to order at 3:00 by Lara Alnajjar

II. Approval of Minutes for (Nov6th)

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| DISCUSSION NOTES | Previous meeting minutes were reviewed by council members. |
| CONCLUSIONS | Minutes were accepted as presented. |
| ACTION ITEMS | |
| | None |

III. Call to the audience

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| DISCUSSION NOTES | • Opportunity provided for public comments. • No additional items were brought forward. |
| CONCLUSIONS | No comments from the audience. |
| ACTION ITEMS | |
| | None |

IV. Reports

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| REPORTS TO REVIEW | Principal's Report – Ms. Garcia |
| DISCUSSION | <p>The principal shared multiple updates:</p> <ul style="list-style-type: none"> • Retirement Announcement: The principal will retire in June to support family needs. A selection panel and HR process will soon begin for hiring the new principal. • Academic Progress: Students are showing strong growth based on current data monitoring. Staff efforts toward raising the school's letter grade continue. • Recruitment & Branding Plan: |

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| | <ul style="list-style-type: none"> ○ Need to actively recruit students due to possible school closures next year districtwide. ○ Proposed campus tours for feeder schools, showcasing programs such as the Verizon Lab, band/orchestra, AVID, and GATE. ○ Aim to rebrand Secrist as a strong "B" school working toward an "A." <ul style="list-style-type: none"> ● District Updates: <ul style="list-style-type: none"> ○ Large district deficit was discussed at recent governing board meeting. ○ Potential staff cuts and school closures next year. ○ Encouraged Site Council to adopt long-term, sustainable budgeting practices. ● Upcoming Calendar Items: <ul style="list-style-type: none"> ○ Parent-Teacher Conferences: Feb 18–19 ○ Rodeo Break: Feb 25–26 ○ Spring Break: March 16–20 ○ State Testing begins in April (ELD, Writing, ELA, Math, Science). ○ Promotion moved to May 18; requires three days of rehearsals. ○ Band/Orchestra concert moved to May 12. ○ Teacher Appreciation Week: May 4–8. ○ Last day of school: May 21. ○ Valentine's Dance: February 12. |
| | <p>b. Budget Report</p> <p>Presented by Ms. Alnajjar:</p> <ul style="list-style-type: none"> ● Cubbies purchased with designated funds have arrived and are high-quality metal that matches the lab. Staff are very satisfied with the upgrade. ● Budget Status: <ul style="list-style-type: none"> ○ Still a significant amount of funding is available. ○ Site Council encouraged to propose meaningful, long-term purchases. ● Future Concerns: <ul style="list-style-type: none"> ○ Potential \$50–60k reduction to Title I next year. ○ Anticipated cuts to M&O budget, affecting staffing and materials. ○ Principal recommends a budget planning meeting before May. |
| | <p>c. Committee / Program Reports</p> <p>PBIS (Scorpion Vibes)</p> <ul style="list-style-type: none"> ● Program has been running 3–4 months and is effective. |

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| | <ul style="list-style-type: none"> Major report is pending from district to automate attendance/performance monitoring. Current process requires extensive manual work to verify grades and absences. Secrist will be a model for other middle schools once the automated report is complete. <p>MTSS/Intervention</p> <ul style="list-style-type: none"> Two new ELA intervention/enrichment classes added (1st & 7th periods). Students were selected based on need; goal is grade-level proficiency by next year. <p>PTA/PTO</p> <ul style="list-style-type: none"> PTO: Planning to support upcoming field trips; tentative whole-school field trip date May 7 (destination TBD, likely "Funtasticks" based on prior practice). |
| CONCLUSIONS | <p>Principal Retirement & Transition</p> <ul style="list-style-type: none"> The principal will retire in June and a formal hiring process is underway with HR and a selection panel. <p>School Performance & Academic Progress</p> <ul style="list-style-type: none"> Students are making measurable academic gains, and the school is on track to earn a stronger "B" letter grade this year. <p>Recruitment is Urgent</p> <ul style="list-style-type: none"> Due to district deficits and possible school closures next year, Secrist must actively strengthen recruitment and rebranding to increase enrollment. <p>Need to Showcase School Programs</p> <ul style="list-style-type: none"> Programs such as AVID, GATE, Band/Orchestra, and the Verizon Lab are key selling points and should be highlighted to the community and feeder schools. <p>District-Wide Budget Reductions Expected</p> <ul style="list-style-type: none"> The school may face a significant reduction in Title I funds (\$50–60k) and possible impacts on M&O-funded positions. <p>Calendar & Event Planning</p> <ul style="list-style-type: none"> Many major events are approaching (testing season, PT conferences, promotion prep, concerts, Teacher Appreciation Week), requiring high coordination and timely communication. |
| <p>ACTION ITEMS</p> <p>Recruitment/Branding Plan</p> <ul style="list-style-type: none"> Develop a recruitment strategy to invite feeder schools for campus tours, student-led activities, and program demonstrations. Prepare materials to "rebrand" Secrist as a high-performing, growing school. Take proposal to Leadership Team for review and bring back to Site Council for a vote. <p>Coordinate Feeder School Visits</p> <ul style="list-style-type: none"> Arrange campus visits for 5 feeder elementary schools including scavenger hunts and program showcases. Send staff/students (band, orchestra, AVID, GATE, Verizon Lab team) to feeder campuses to promote programs. <p>Prepare for Upcoming Budget Cuts</p> | |

- Schedule a special Site Council meeting before May to review next-year budgets (Title I & M&O) and determine impacts on staffing and programs.

Plan Upcoming Events

- Finalize Parent-Teacher Conferences (Feb 18–19).
- Finalize promotion rehearsal schedule & logistics (May 18 ceremony).
- Adjust band/orchestra concert date to May 12.
- Coordinate Teacher Appreciation Week (May 4–8).

Prepare for Spring Testing

- Confirm testing schedules for ELD, 8th-grade Science, Writing, ELA, and Math.
- Work with Desert Skies (community partner) regarding their offer to support testing.

V. Action Items

| ITEM TITLE | a. Recruitment & Branding Plan |
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| DISCUSSION NOTES | <p>Council discussed proposal to:</p> <p>Invite feeder schools for campus tours Showcase specialized programs Launch a communication/marketing plan Action: Council to vote formally at next meeting after leadership review.</p> |
| RESOLUTION | |
| <p>The council reached consensus to move the recruitment and branding proposal forward to the Leadership Team for review and refinement. Once the Leadership Team has reviewed the plan and provided feedback, the finalized version will be brought back to the Site Council for a formal vote at the next meeting.</p> | |

| ITEM TITLE | b. Family Engagement Event |
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| DISCUSSION NOTES | <p>A family night event will be scheduled later in the semester. To be coordinated with Leadership Team.</p> |
| RESOLUTION | |
| <p>The council agreed that one additional family engagement event should be held this semester and that planning for the event will be forwarded to the Leadership Team to determine the theme, date, and logistics. Once the Leadership Team identifies the event details, the plan will be returned to Site Council for acknowledgment and support.</p> | |

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| ITEM TITLE | |
| DISCUSSION NOTES | |
| RESOLUTION | |
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VI. Discussion/information items

| ITEM TITLE | Campus Safety |
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| DISCUSSION NOTES | <p>Mold concerns in Science Building; roof leaks still unresolved. Work orders have been submitted; administration is pushing district maintenance for updates. Camera installation still pending after years of requests; district says they are approved and coming.</p> |
| RESOLUTION | |

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| ITEM TITLE | Emergency Drills |
| DISCUSSION NOTES | Quarterly lockdown drills required. Fire drill planned for next day; status adjusted due to district-wide staff absences. |
| RESOLUTION | |

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| ITEM TITLE | |
| DISCUSSION NOTES | |
| RESOLUTION | |

VII. Submission of items for next agenda.

- Vote on recruitment/branding plan
- Budget planning session
- Family Engagement event planning
- Campus safety follow-up (roof leaks, mold, cameras)

VIII. The meeting was adjourned at 3:45 by Lara Alnajjar