



Sunset Hills Elementary School  
School Site Council Minutes  
August 31, 2022 at 3:30 p.m.

*Vision Statement:*

*Empowering learners and leaders to benefit our world.*

*Mission Statement:*

*Sunset Hills community shows respect, ownership, achievement, and responsibility in the pursuit of excellence in academics, athletics and the arts.*

- 1) Call to Order
  - a) Joey Tokhi called to order at 3:30 pm
  - b) Present Members: Joey Tokhi, Shelly Paxman, Amanda Lindberg, Erik Handschuh, Ashley Barry, Angelican Encarnacion, Shanaye Packineau-Williams, Darlene Ames-Austin, Mindy Eglivitch, Eryn Federle
- 2) Welcome and Introductions
  - a) Joey Tokhi as Administrator
  - b) Shelly Paxman as Support Staff
  - c) Ashley Barry as Parent
  - d) Shanaye Packineau-Williams as Teacher
  - e) Amanda Lindberg as Parent
  - f) Angelica Encarnacion as Teacher
  - g) Darlene Ames-Austin as Community Member
  - h) Mindy Eglivitch as Parent
  - i) Erik Handschuh as Community Member
  - j) Eryn Federle as Teacher
- 3) Site Council Training Video, played by Mrs Tokhi, no questions asked
- 4) Setting Norms for Site Council
  - a) Respect everyone's time, start on time and and on time
  - b) All ideas on table
  - c) Assume positive intentions
  - d) Joey Tokhi approves norms, Angelica Encarnacion seconds, all members vote Yay on passing of Norms

- 5) Review./Edit/Modify SHES Site Council Bylaws
  - a) Motion to change #1 from Joey Tokhi, Erik Handchuh seconds, all members vote Yay for the following change:

“The site council will consist of a minimum of 5 members to include an even number of Parents & Teachers, at least one community member, one administrator, and one support staff member.”
- 6) Review Existing Budget - Current as of August 31, 2022
  - a) Shelly Paxman reviewed
  - b) Discussed need for donations, especially in Enrichment Program
  - c) Discussed options for Site May Designate funds possibly being voted on in the future to fill gaps as needed
- 7) Continuous Improvement Plan Goals
  - a) Joey Tokhi reviews slide show of CIP
- 8) Call to the Public for Questions or Comments
  - a) None at this time
- 9) Future Agenda Items
  - a) Calendar of Events
  - b) Safety Presentation
  - c) Social Worker
  - d) Mrs Moberg - possible spokesperson for Enrichment Programs
    - i) Also discussed for Sports Ambassador spokesperson, someone to take on a roll similar to what Mr Badsgard has been able to bring to the Fine Arts Tax Credit fund
- 10) Future Meeting Dates - Time will be changed to 3:20:
  - a) September 28, 2022
  - b) October 27, 2022
  - c) November 30, 2022
  - d) December 14, 2022
  - e) January 25, 2023
  - f) February 22, 2023
  - g) March 29, 2023
  - h) April 26, 2023
  - i) May 17, 2023
- 11) Meeting adjourned at 4:33