

Pelican Island Elementary School

SAC Meeting Notes

September 12, 2016

Call to Order

Meeting called to order at 3:48 pm.

Members Present

See sign-in sheet.

Reading of Previous Minutes / Old Business

Janet Farmer made a motion to have the minutes read and approved from the last meeting (May 26, 2016); seconded by Deborah Lynch.

Member Nominations – Teachers/Staff

Fifteen (15) teacher members were approved as part of the SAC Committee.

- Mr. Kohlstedt nominated the following people for new SAC board positions:
 - Donna Wentz nominated as SAC Chair; Charlotte Jobe seconded approval.
 - Charlotte Jobe nominated as Treasurer; Kristie Rae seconded approval.
 - Kelsey Whelan nominated as Secretary; Josie Willems seconded approval.
- Kelsey Whelan will be alternate SAC Chair in Donna Wentz's absence; Jeanine Sampson will be alternate Secretary in Kelsey Whelan's absence.

All nominations were voted on and approved.

Member Nominations – Parents/Community

All members were approved as voting members of the SAC Committee.

Treasurer's Report

Treasurer's Report was read by Mrs. Jobe.

- Ending balance for 2015-2016 school year is \$4,434.38.
- Current 2016-2017 school year balance is \$5,498.38 in supply account.
- \$238 remains in AV equipment account.

SAC Bylaws

Mr. Kohlstedt asked if there were any pressing issues in the bylaws needing to be addressed.

- Article V sentence referring to SAC nominations at PTA meetings to be removed; all members approve.
- Donna Wentz recommends adding a time limit for outside speakers to bylaws. Three-minute time limit for public was suggested. Section 7 of bylaws would contain this topic.
 - Sondra Weeks made a motion to keep public input to 3 minutes; Mark Lambert seconded motion.

- Charlotte Jobe recommends adding a statement about limiting member input to a *reasonable* time.
 - Sondra Weeks made a motion for voting members to have a reasonable amount of discussion time; Jennifer Pattillo seconded the motion.

Mr. Kohlstedt will act as time keeper, if needed.

Mr. Kohlstedt asked all members to continue to review bylaws. Bylaws are available on the school website. Contact Mrs. Wentz if organization or lines need to be amended to add to agenda for next SAC meeting.

Parent Involvement Plan

Parent Involvement Plan will be posted on Friday. The plan tells all ways the school acts to keep families involved. Suggestions can be made to increase frequency of family visits.

Community Schools

Community schools event occurred. Community schools grant is still waiting approval. This often takes three to four years. UCF and Children's Home Society, among others, are writing the grant to seek funding for a supervisor and buildings. Momentum will continue toward accessing resources.

21st Century

21st Century Grant was received. 120 students are allowed in the program; 120 students were invited and 40 students responded. Students are still being added. 21st Century includes one hour academics and one hour of enrichment (dance, karate, etc.). 21st Century will start Wednesday with transportation home starting Monday. Snack and homework assistance will be offered each day for 15 minutes.

School Improvement Plan

School Improvement Plan goal is to increase science scores and target bottom 25% of students. The plan can be viewed online. Mission and vision statement were updated. Three previous mission statements were merged by teachers and staff to encompass science aspect.

Sondra Weeks asked for Mr. Kohlstedt to go over sections updated from last year of the School Improvement Plan.

- Title I allocations are not currently available.
- The Audubon Society uses own resources to support science goals.
- Curriculum for Response to Intervention is not needed to be purchased.
- Additional resources can be allocated into budget and read online.
- 21st century curriculum purchased through grant funding, not school funding.
- Updates were made to include community Schools and 21st century into the plan.
- Coaches do unit planning to integrate instructional subjects.
- Early warning systems important aspect to watch through website.

- Highly qualified teachers – maintained 22 teachers from last year. Grew in capacity with students from VBE and DTE on opportunity scholarship (40-45 students). Two additional teachers were allocated.
- Balanced classrooms based on academic (FSA/benchmark) and behavioral scores.
- Prekindergarten students are encouraged to attend our school.
- Parent and student survey section not yet completed.
- Problem Solving Action Plan is what we plan to do to focus on science and bottom 25% by utilizing resources to avoid barriers (attendance, accessibility, parent involvement). Some barriers were resolved by 21st Century and community schools.
- A district-wide focus is on 5th grade science through 1:1 laptop initiative. Environmental disks are available that measure 14+ features. All students encouraged to use resources to interact with science and environment. Science coach assists, when needed. All teachers were trained in Project Learning Tree (PLT).
- Timeline extends through entire school year.
- Professional Development deals with teachers.

Josie Willems motioned to approve 2016-2017 School Improvement Plan; Tina Campbell seconded motion.

Sondra Weeks questioned 'Meetings' topic in Section 4 about being provided documents 3 days in advance to voting. Donna Wentz clarified that a notice was sent home to advise members to review the materials online prior to the meeting.

Other Needs

Sharon Klein requested funds to purchase curriculum to help bottom 25% of students during Response to Intervention. Purchase will include Rally! Education Reading Levels standards-based, research-based curriculum materials for grades 2, 3, and 4. 5th graders will use 4th grade curriculum. The curriculum is in the form of a consumable book and would need to be repurchased next year. The regular funds were used for science. The total for the requested money is \$2,607.00 with free shipping.

- Janet Farmer asks if Title I funds could be used instead. Mr. Kohlstedt states Title I funds have decreased due to added schools; one teacher position lost due to funding.

Next Meeting:

Thursday, November 17, 2016 at 3:45 pm

Meeting Adjourned:

Tina Campbell motioned to end the meeting. Meeting ended at 5:00 pm on September 12, 2016.

Minutes recorded by Kelsey Whelan on September 12, 2016.