

Pelican Island Elementary School

SAC Meeting Notes

January 10, 2018

Call to Order

Meeting called to order at 3:53 pm.

Members Present

See sign-in sheet.

Reading of Previous Minutes

Mrs. Kolb asked to remove the following statements from the previous meeting's minutes:

- Sentence about structured activity is not being the priority.
- Sentence about structured activity being the law.
- Sentence about advertisements being bad for children.

Mrs. Weeks made a motion to have the minutes read and approved, with the made changes, from the last meeting; motion seconded by Mrs. McCarty.

Treasurer's Report

Treasurer's Report was read by Mrs. Jobe. The current balance is \$11,976.72.

School Budget

Mrs. Jobe shared the budget for the money received from the district by allotted area. Money in July vs. December and the balance remaining for each area was covered.

- Mr. Hepler asked if the money is allocated yearly. Mrs. Jobe replied that it is, but that the amount received has been reduced over the past couple years.
- Mr. Hepler asked about what happens to the money if not spent and if it is better to spend it all each year. Mrs. Jobe replied that the money is taken back if not spent, so it is better to spend it each year.
- Mr. Hepler asked if money can be shifted between categories. Mrs. Jobe replied that it can.
- Mrs. Willems asked if the money needs to be spent for the current school year, not in anticipation of the next school year. Mrs. Jobe replied that it needs to be spent for the current year.
- Mr. Hepler clarified that the money is allotted by school year, not calendar year. Mrs. Jobe replied that it is allotted by school year.
- Mrs. Weeks asked if Title I money is included in the figures. Mrs. Jobe replied that the shown budget only shows funds provided by the district.
- Mrs. Weeks asked how we are doing in terms of the budget. Mrs. Jobe replied that we are doing well and hasn't encountered any unexpected expenses.

- Mr. Hepler asked if leftover funds could be used to buy, for example, tablets. Mrs. Jobe replied that it could be used for tablets. She said a yearly furniture allotment is also intended, but it hasn't been received this year and sometimes doesn't receive at all. She sometimes uses the leftover money to buy furniture, like teacher desks, blinds, tables, chairs, laminator, etc.
- Mrs. Weeks asked about when the school receives an influx of students (as in previous school year), do the district give extra funding. Mr. Kohlstedt replied that with school choice, they could not project a student count. In terms of furniture, they try to obtain from the warehouse first; if a desk is not needed at one school, it goes to the warehouse where another school may take it. The FTE counts in October and February provide funding with money allotted on a per student basis from the state.

Mr. Kohlstedt added that the school tries not to senselessly spend. He always looks for needed items before spending. The district often provides unannounced financial support to increase or attract families to the school. For example, the greenhouses and shredder need to be up and working, so the district supplied the funding to do so and lighting around the campus is not the best, so the district supplied the funding to correct it.

- Mr. Lambert asked if the district will take things away. Mr. Kohlstedt replied that the district has requirements for the use of their funding. For example, they will not fund soil, but will fund landscaping. In those cases, he tries to find other means of obtaining funding.
- Mr. Lambert asked whether the district would ever provide money without reason and if he has a priority list for spending. Mr. Kohlstedt replied that the district will not just hand over money, but will contribute toward projects. When they contribute, they take over as the primary contact.
- Mrs. Weeks asked if SAC wants to set up a fundraiser, can the money be kept at the school or does it need to go to the district. Mrs. Jobe replied that there are many regulations in terms of fundraising. A staff member does need to oversee the efforts. There is paperwork to accompany it. A specific account needs to be set up (for example, tablets), then an internal account is set up for incoming money.
- Mr. Hepler asked if summer school money is included in the figures. Mrs. Jobe replied that summer school money is separate.

5 Star School Training

Mr. Kohlstedt presented the 5 Star School Training PowerPoint. Pelican Island is trying to become a 5 Star School. To do so, SAC needs to be trained, in addition to other elements. Mr. Taylor approved the PowerPoint as being sufficient for 5 Star School training method. The PowerPoint discussed shared decision making (decisions by consensus to improve student learning) and suggested guidelines for collaborative partnering.

Family Engagement Survey Results

Mr. Kohlstedt shared the results from the family engagement survey completed by parents. There were 103 respondents. Questions on the survey included types of activities you would

like Title I money to be spent (majority said literacy activities), times you are available to attend school events (majority said 5-7 pm), days available to attend school events (results showed an even split), whether there are barriers that prevent your participation (majority said no), types of activities that you would like to be involved (majority said classroom activities), and whether they had internet (majority said yes). There were no additional suggestions.

- Mrs. Weeks asked which event is the most attended. Mr. Kohlstedt answered that Literacy Night, Night of Joy, Fall Festival, and Sweets for Sweethearts are the most attended events. Mrs. Wentz added that Math Night was also successful this year.
- Mrs. Weeks asked about the percentage of families that attend those events. Mr. Kohlstedt replied that it varies, but estimated that about 30% do all events and 50% attend the most attended events. The school often has a hard time estimating participation before-hand for dinner purposes (often have too much left over). Literacy Night last year had more people attend than estimated, so this year Mrs. Klein will hand out tickets to get a better headcount. All families will be given advanced notice to attend.

Mr. Kohlstedt asked if anyone had any questions. He said the 103 respondents is a good response rate considering the district's goal is 80 respondents. With about 470 students total, this represents 25% of the population.

Other Information

- Mrs. Weeks made a motion for money (\$250) to be allotted for shirts for the Safety Patrol students.
 - Mr. Hepler and Mrs. McCarty asked about how many shirts would be needed. Mrs. Wentz replied that about 24 shirts would be needed.
 - Mr. Hepler and Mrs. McCarty said that 24 shirts would be much less than \$250 and they would like to see an invoice for the cost of the shirts. Mrs. Jobe said she traditionally can get shirts for about \$6 per shirt, meaning about \$150 would be needed.
 - Mrs. Wentz suggested they consider the AAA shirts. She had not previously looked into them, but knows they make them.
 - Mr. Hepler suggested using a local vendor and offered to pay 50% of the cost.
 - Mr. Kohlstedt asked Mrs. Weeks to spearhead the shirts with Mrs. Wentz.
 - Mrs. Kolb suggested to have the students on safety patrol design the shirts. Mrs. Wentz said that would be a good idea and will possibly turn it into a contest.
- Mr. Seymour is spearheading a golf tournament to help get additional funds for Community School efforts. The tournament will be in June. More information to come.

Meeting Adjourned:

Kelsey Whelan motioned to end the meeting. Meeting ended at 4:34 pm on January 10, 2018.

Minutes recorded and typed by Kelsey Whelan on January 10, 2018.