



PVPV/Rawlings Elementary School

School Advisory Council

September 18th, 2018 Meeting

3:15-4:00

Agenda

Meeting Notes:

In Attendance: Betsy Lyons, Jennifer Nunes, Anna Shea, Laurie Berger, Cindy Itkoff, Kathleen Pak, Kathryn Roache, Emily Stephens, Kerry Shewchuk (proxy for Paul Wilkinson), Kim Caldwell, Ann Fishman, Theresa Grzybek, Laura Douglas (proxy for Frances Huston), Kim Scribner, Caty Van Housen, Kelly Barrera

Absent: Elizabeth Davis, Paula Steele, Karen Butler

QUORUM MET: Yes

1. Call to order- *Jennifer Nunes/Betsy Lyons*
 - a. Introduction of SAC members
 - i. Parents: Laurie Berger, Elizabeth Davis, Cindy Itkoff, Kathleen Pak, Kathryn Roache, Anna Shea, Emily Stephens, Paul Wilkinson
 - ii. Business Partner: Karen Butler – The Morgan Company
 - iii. District Representative: Paula Steele
 - iv. Staff: Catherine Van Housen – Administration, Betsy Lyons – Co-Chair, Jennifer Nunes – Co-Chair, Kim Caldwell- 3rd Grade Teacher, Ann Fishman- Secretary, Theresa Grzybek- 3rd Grade Teacher, Frances Huston- 1st Grade Teacher, Kim Scribner K-2 Art Teacher,
2. Approve Agenda & Minutes- *Jennifer Nunes/Betsy Lyons*
 - i. Approve September Agenda- ***Motion made by Anna Shea & Theresa Grzybek***
 - ii. Approve May 2018 Minutes- ***Motion made by Kathryn Roache & Laurie Berger***
3. SAC Overview & Training - *Jennifer Nunes/Betsy Lyons*
 - i. SAC by-laws- ***Training and review of SAC by laws (Bylaws were provided to each SAC member in their yellow folders.)***
 - ii. SAC responsibilities & Timeline- ***SAC training and review of responsibilities, and timeline of events.***
 - iii. Shared Decision Making Process-***SAC training and review of responsibilities; Review of our SAC webpage and contents (By laws, SPAR, SIP, Meeting Dates, Agendas, and Minutes); our purpose is to collaborate to improve student learning through cooperative efforts of parents, staff members, and community members. SAC collaborates on how to spend School Recognition***

Funds to support our comprehensive needs (SIP) and mission and vision. SAC can approve funds requests for conferences, travel curricular resources and supplies and temporary personnel.

a. **Updated 2018-2019 SAC Budget Balance- \$12, 541.59.**

- iv. **Vote on Proposed Meeting Dates- September 18th, October 16th, November 20th, January 22nd, February 19th, March 26th, April 16th, May 21st- Meeting dates amended- changed November 20th to November 27th, due to attendance concerns with the holiday. Motion made by Laurie Berger and Emily Stephens.**
- v. **Vote to approve Bylaws- Motion made by Emily Stephens & Anna Shea.**

4. School Improvement Plan & Principal Updates – *Caty Van Housen*

Presentation of SIP to SAC (Copies of SIP provided to SAC members):

SIP Celebrations- Low staff turnover this year; we have a very committed faculty & PTO, and we are celebrating our 60th year, Security- our security enhancements started well before the new requirements were implemented; we are currently working on A1A privacy fence slats, and the back gate. Data- Our 2017-2018 math data was exceptional we went from 73% to 77%, Science data is consistently strong with our content expert model- our data went from 82% to 88%, and we maintained our position as #2 elementary school in the #1 school district in Florida.

SIP Comprehensive Needs- Lower Quartile ELA Gains- ELA gains dropped to 55% from 61%... we are planning Ramp Up Camp earlier, and have 13 teachers interested; our MTSS and MTSS CORE meetings started earlier this year and help to support student's academic and social emotional needs with collaborative problem solving with teachers and parents. Our PLC journey continues, with newly established expectations this year in ongoing common assessments and data analysis. ELA Achievement- Down from 85% to 83% & ELA Gains down from 73% to 69%- We have committed to a morning ELA block, 2 SAI tutors to support ELA and Math and our ESE teachers have started "Fast Fluency"(a strategy to build phonics and fluency skills), we have also used some strategic teacher placements to support ELA rigor this year; Bullying Investigations- Topped 80 last year... with only about 5 found as actual incidents; we have started a new Positive Behavior Support initiative called the Kindness Crew, which involves our guidance counselors conducting in class lessons on social skills, videos on kindness, and the students earning "kindness tickets," which the students love! *SAC discussed also reinforcing Kindness crew behaviors on the school bus; Admin is Addressing this as well.

***Upcoming events- Our PTO events have been a success, with over 100 families joining PTO already; our school rock is a success, and we have Donuts with Dads this Friday With a guest speaker (former Jacksonville Jags trainer).**

***We just named our Teacher of the Year- Stephanie Barnette, Employee of the Year- Jessica Peto, and Rookie Teacher of the Year- Jessica Armstrong**

***Turtle Trot- October 11th**

*** 60th Anniversary- Scheduled for February 22nd, and there is already a lot of public Interest in the event.**

5. New Business

- i. Funds requests - Jennifer Nunes

a. Request made for 2 upcoming Data Dialogue Grade level meetings in October. **Motion made by Emily Stephens and Kathryn Roache**

6. Adjournment- **Motion made by Theresa Grzybek and Kim Caldwell**