



PVPV/Rawlings Elementary School

School Advisory Council

February 21, 2017 Meeting

Start: 3:15pm

End: 4:00pm

Meeting Minutes

Attended: L. Cabo, J. Nunes, E. Davis, K. Zarcynski, P. Steele, R. Garlanger, K. Barrera, S. Alvarez, V. Reigert-Johnson, A. Shea, P. Wilkinson, H. Williams, L. Brubaker, C. Woolston, Betsy Lyons (proxy for Jennifer Cox), K. Butler, C. Van Housen, Steven Sampson (proxy for Carol Whitty)

1. Call to order- *Leslie Cabo/Jennifer Nunes*

- a. Approve Agenda – Motion made by K. Butler and A. Shea
- b. Approve minutes from the January 17, 2017 meeting – Motion made by H. Williams and V. Reigert-Johnson

2. Needs Assessment Survey – *Leslie Cabo*

- a. Going well! Already up from last year – Faculty and Staff have completed 75, with 72 being started and Parents have completed 35, with 56 being started
- b. Sending weekly emails to teachers to remind them as well as parents
- c. Also have 2 computers set up for parents to do survey while waiting to pick up kids
- d. Will possibly have computers available during Spring Carnival to allow parents to complete
- e. Surveys close March 31

3. Principal Updates – *Caty Van Housen*

- a. Updates on Professional Development
 - i. Last Friday (Feb 17th) was a Teacher PD Expo – included 6 different classes – teachers could choose 2 of these classes
 - 1. Classes included: Steam Lessons, Technology, Teacher Evaluations (Refresh), Behavior 101, and 2 Explicit Reading Strategy Classes
 - 2. Teachers worked on vertical alignment for students moving up
 - ii. Yvette Cubero is coming Wednesday, February 22nd – she is an instructional literacy coach and she will be teaching “I-Ready” - this will be a replacement for Discovery Ed (which is not connected to real time instruction). She will be giving a full session on how the program works.

- b. Testing is coming up starting with the FSA Writing test on February 28th – still in need of LOTS of proctors – sign up genius has been sent out to get volunteers, but please spread the word.
- c. No Maintenance Manager (MM) for the past couple of months – we now have a new one – introduced Steven Sampson and talked of his dedication and enthusiasm
 - i. Steve Sampson spoke for a few minutes – he came from Otis Mason where he worked as a janitor for three years with the main goal of becoming the MM for a school.
 - ii. His plan is to work on Maintenance and Beautification on the outside – he will enlist the “Green Team” and the “Dad’s Club” for help.
 - iii. Also getting ready for Spring Carnival
- d. Lots of larger projects needing to be done – HVAC, Roof, etc. These need to be done before landscaping and beautification, so we really need volunteers for the latter projects.
 - i. Possible Wish Lists with Approved Vendors?
 - ii. “Fund-A-Need” at the Spring Carnival
 - iii. Growth is outranking the budget

4. New Business

- a. P. Wilkinson went to Focus Group and learned there are 42 spots left for “out of district students” at PVPV – priority will go to students within St. Johns County and any spots left will be put in a lottery for out of county students.
- b. Learned about the Freedom of Information Act meaning anything sent to Faculty or Staff can be requested, and viewed.
 - i. All Faculty and Staff email is public record
- c. Student Services were discussed
 - i. Need for School Nurses
 - ii. Mental Health Aspect has had major growth – has a whole department now
 - iii. Mobile Crisis Response Team is very active

5. Adjournment

- a. Motion made by K. Butler and C. Woolston
L. Cabo ended the meeting.