



PVPV/Rawlings Elementary School

School Advisory Council

January 17, 2017 Meeting

Start: 3:20pm

End: 4:40PM

Meeting Minutes*

Attended: L. Cabo, J. Nunes, E. Davis, K. Zarcynski, C. Van Housen, P. Steele, H. Williams, L. Brubaker, V. Reigert-Johnson, J. Cox, O. Van Housen, S. Alvarez, A. Shea, C. Woolston, B. Sweeney, E. McVay, R. Keene, K. Butler

Excused: C. Whitty, P. Wilkinson

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

- a. Approve Agenda – Motion made by A. Shea and K. Butler
- b. Approve minutes from the November 15, 2016 meeting – Motion made by E. Davis and C. Woolston

2. Principal Updates- *Caty Van Housen*

- a. New carpet put in on Rawlings side – looks great, hoping to possibly put on PVPV side
- b. Wednesday, January 18th is the regional spelling bee – congrats to Luke Montgomery!
- c. Thursday, January 19th is the Ribbon Cutting for the new playground at PVPV
- d. There will be a Green Team meeting the week of January 23rd to discuss future initiatives
- e. Monday, January 23rd is the 100th day of school! Starting the newest service project “Pennies for Pets” – collecting money to donate to the Humane Society
- f. Monday Night, January 23rd is the banquet to honor the Teacher and Rookie of the year – congrats to Mrs. Cabo and Mrs. Luce!
- g. Next Wednesday, January 25th is Cyber Wednesday – there will be grade appropriate assemblies on Cyber Safety – parents are welcome to come to an assembly that evening – this way there are similar expectations between staff, parents, and students

3. Beth Sweeny, SJCS D Coordinator of Governmental Relations-

- a. Has been in this position for 5 years – works as our liaison between school and government.
- b. Handed out a document – the SJCS D 2017 Legislative Platform (see attached) and discussed all aspects

- i. Schools and Legislatures need better communication – this is why this platform is created
 - ii. Platform is divided into four sections – Funding, Assessment and Instruction Materials, Choice Programs, and School Safety
 - iii. Discussed that the FEEP is the Florida Education Finance Program
 - iv. Florida is one of the lowest funded states per student funding – trying to get us into at least the top 25%
 - v. We are the only district in the state that has a nurse in every school, we do not get additional funding for these nurses
 - vi. Only 3 Legislators from our District (Senator Travis Hutson, Rep. Cyndi Stevenson, and Rep. Paul Renner) – this is one of the reasons we do not get some of the cutouts that others get
 - vii. School is allowed for open enrollment is enrollment is below 80%
- c. Presented a Slideshow to teach us how to advocate for our district because student population continues to grow, but money is not being put towards education
 - i. Know your issue (bring a solution to the problem)
 - ii. Build an effective message (keep it short and concise)
 - iii. Build relationships (“You attract more bees with honey than with vinegar”)
 - iv. Meeting with Legislators
 - v. Go to www.stjohns.k12.fl.us/gr

4. Needs Assessment Survey- *Leslie Cabo*

- a. Needs Assessment Survey
 - i. Discussed how valuable responses are – link is on PVPV Rawlings website for survey
 - ii. Results from last year were reviewed – 67 total Parent responses and 27 total Faculty/Staff Responses (see attached document)
 - iii. Questions are the same as last year
 - iv. Motion passed to approve the survey by K. Butler and seconded by V. Reigert-Johnson

5. SAC Conference Information Dissemination Plan- *Jennifer Nunes*

- a. Information Dissemination Plan (see attached document) – purpose of this document is to identify and organize activities that are done by faculty and staff. This allows the information to be proactively learned by and taught to other faculty and staff.

6. New Business

- a. Bought shoes for low income basketball program
- b. Raised money at the Christmas Party for Hurricane Matthew victims

7. Adjournment

- a. Motion made by V. Reigert-Johnson and A. Shea
- L. Cabo ended the meeting
- *Minutes amended due to grammatical errors found.

Purpose: The purpose of our Information Dissemination Plan is to identify and organize specific activities that could be used to promote transfer of knowledge and information dissemination by a staff member or members who have attended a conference or training funded by SAC. Staff members who receive funding from SAC to attend a training/conference will use the following steps to transfer knowledge to staff members.

Information Source	Method	Staff
Staff Newsletter	<u>Ritide- Weekly Staff Newsletter</u> - Simple paragraph reviewing specifics of training/conference attended	Paper Newsletter- All Staff- Instructional and Non-Instructional
Focus <u>Group</u> - Grade Level Team	<u>Grade Level Team Meetings</u> - Overview of training/conference information is provided by the staff member to grade level team members during one scheduled Wednesday Grade Level PLC Meeting	Face to Face- Instructional Staff -grade level team members
SAC Committee	<u>Monthly Meeting</u> Overview of training/conference information is provided to SAC Committee at a monthly meeting.	Face to Face- SAC Committee members
Focus <u>Group</u> - Team Leaders	<u>Team Leader Meeting</u> Team Leader communicates with other team leaders about the overview provided by their team member; purpose would be to communicate strategies and or recommendations from training/conference	Face to Face and/or email- All Grade Level Team Leaders
Professional Development- Instructional Staff	<u>Professional Development</u> Options for presentation of information include: Wednesday- PD days, Category I Cadre monthly trainings Curriculum PLC Trainings	Face to Face scheduled Training provided by ILC and/or staff member who attended training/conference.

different levels



St. Johns County School District 2017 Legislative Platform

Funding

- Support the restoration of the local capital outlay millage authority to 2.0 mills by a majority vote of the locally elected school board.
- Support increases in per student funding to place Florida in the upper quartile nationally and ensure that funding for each categorical allocation within the FEFP is sufficient to cover actual costs, growth, and inflation, and is not reduced by either enrollment or revenue changes during the fiscal year.
- Support the restoration of funding for courses taken beyond a base 6-period day (1.0 FTE), including virtual education and dual enrollment.
- Support an increase in the Digital Classrooms Allocation in the FEFP for statutorily required technology needs, including infrastructure, hardware, software, training, and portable delivery devices and provide flexibility on how DCP funds may be spent.
- Support parity in bonus funding for Advanced International Certificate of Education (AICE) program teachers to put them in line with AP and IB program teachers.
- Provide adequate funding systems to address the ever increasing behavioral, mental and physical health needs of our students.

Assessment and Instructional Materials

- Support additional paper/pencil options for the Florida Standards Assessments, provided by the State, until adequate infrastructure, devices, and students' digital skills are in place and ready for successful administration.
- Support a state requirement for all digital instructional materials, including those associated with print materials, meet a set of generally accepted integration standards to facilitate their use by district systems.
- Restore the feedback practices for writing on the state assessment. *-this is why you got the grade you got-*

Choice Programs

- Oppose any proposal to redistribute a portion of the district's 1.5 capital outlay millage to charter schools.
- Oppose any changes to the current controlled open-enrollment law that would impede school districts' authority over student enrollment.

school districts allowed to put a cap on open-enrollment

- Support parity for district virtual programs by allowing them to operate with the same calendar freedom as Florida Virtual School by ensuring consistency in funding throughout both the regular and summer terms.
- Support modifications to the model charter school application to document that the charter governing board is independent of any management company or cooperative and, at its sole discretion, may terminate a contract with a management company or cooperative at any time.
- Support the inclusion of the Florida General Knowledge test for individuals pursuing a teaching certification on the CAPE Industry Certification funding list.

School Safety

- Support legislation requiring individuals making public records requests at a school site to check in with proper identification which aligns with protocol for all other individuals entering our schools. Anonymous requests may continue to be made through the district office.

* Results posted are from 2015-2016

PVPV/Rawlings SAC Parent Needs Assessment

1. The education offered at our school is high quality. *
☐ Yes/Always 64% ☐ Frequently 27% ☐ Sometimes 9% ☐ No/Never 0% ☐ N/A 0%
2. I believe students are safe while they are at school.*
☐ Yes/Always 76% ☐ Frequently 18% ☐ Sometimes 6% ☐ No/Never 0% ☐ N/A 0%
3. School rules apply equally to all students.*
☐ Yes/Always 58% ☐ Frequently 34% ☐ Sometimes 4% ☐ No/Never 1% ☐ N/A 1%
4. Parents feel welcome and part of our school. *
☐ Yes/Always 49% ☐ Frequently 34% ☐ Sometimes 16% ☐ No/Never 0% ☐ N/A 0%
5. Effective procedures are in place to support communication.*
☐ Yes/Always 66% ☐ Frequently 22% ☐ Sometimes 12% ☐ No/Never 0% ☐ N/A 0%
6. My child could give me an example of a person of good character. *
☐ Yes/Always 67% ☐ Frequently 27% ☐ Sometimes 3% ☐ No/Never 0% ☐ N/A 3%
7. My child exhibits good character through his/her actions and choices. *
☐ Yes/Always 55% ☐ Frequently 43% ☐ Sometimes 0% ☐ No/Never 0% ☐ N/A 1%
8. I personally observe students who are involved in volunteering in the community or at school.*
☐ Yes/Always 16% ☐ Frequently 27% ☐ Sometimes 31% ☐ No/Never 9% ☐ N/A 16%
9. Students in our school initiate activities to help others in our community. *
☐ Yes/Always 13% ☐ Frequently 34% ☐ Sometimes 21% ☐ No/Never 6% ☐ N/A 25%
10. I observe my child independently researching a hobby or extracurricular activity that interests him/her. *
☐ Yes/Always 28% ☐ Frequently 33% ☐ Sometimes 22% ☐ No/Never 6% ☐ N/A 10%
11. I observe my child motivating others to join a club or activity. *
☐ Yes/Always 10% ☐ Frequently 24% ☐ Sometimes 34% ☐ No/Never 13% ☐ N/A 18%
12. My child uses technology to complete assignments for school.*
☐ Yes/Always 21% ☐ Frequently 51% ☐ Sometimes 21% ☐ No/Never 0% ☐ N/A 7%
13. It is important for my child to have opportunities to use technology during the school day.*
☐ Yes/Always 31% ☐ Frequently 39% ☐ Sometimes 22% ☐ No/Never 4% ☐ N/A 3%

* Results posted are from 2015 2016

PVPV/Rawlings SAC Faculty and Staff Needs Assessment

1. The education offered at our school is high quality. *
☐ Yes/Always 78% ☐ Frequently 22% ☐ Sometimes 0% ☐ No/Never 0% ☐ N/A 0%
2. I believe students are safe while they are at school. *
☐ Yes/Always 93% ☐ Frequently 7% ☐ Sometimes 0% ☐ No/Never 0% ☐ N/A 0%
3. School rules apply equally to all students. *
☐ Yes/Always 41% ☐ Frequently 44% ☐ Sometimes 11% ☐ No/Never 0% ☐ N/A 4%
4. Parents feel welcome and part of our school. *
☐ Yes/Always 52% ☐ Frequently 48% ☐ Sometimes 0% ☐ No/Never 0% ☐ N/A 0%
5. Effective procedures are in place to support communication. *
☐ Yes/Always 81% ☐ Frequently 19% ☐ Sometimes 0% ☐ No/Never 0% ☐ N/A 0%
6. The students I work with are trustworthy. *
☐ Yes/Always 30% ☐ Frequently 67% ☐ Sometimes 4% ☐ No/Never 0% ☐ N/A 0%
7. The students I work with in this school exhibit good character through their actions and choices. *
☐ Yes/Always 30% ☐ Frequently 70% ☐ Sometimes 0% ☐ No/Never 0% ☐ N/A 0%
8. I personally observe students who are involved in volunteering in the community or at school. *
☐ Yes/Always 11% ☐ Frequently 19% ☐ Sometimes 44% ☐ No/Never 4% ☐ N/A 22%
9. Students in our school initiate activities to help others in our community. *
☐ Yes/Always 7% ☐ Frequently 15% ☐ Sometimes 48% ☐ No/Never 4% ☐ N/A 20%
10. I observe my students independently researching hobbies or extracurricular activities that interest them. *
☐ Yes/Always 7% ☐ Frequently 26% ☐ Sometimes 41% ☐ No/Never 4% ☐ N/A 22%
11. I observe my students talking to others about a club or activity. *
☐ Yes/Always 7% ☐ Frequently 41% ☐ Sometimes 48% ☐ No/Never 4% ☐ N/A 0%
12. I have Professional Development opportunities to improve my ability to teach with technology. *
☐ Yes/Always 7% ☐ Frequently 4% ☐ Sometimes 8% ☐ No/Never 44% ☐ N/A 41%
13. I believe the use of technology is improving student learning gains. *
☐ Yes/Always 4% ☐ Frequently 0% ☐ Sometimes 0% ☐ No/Never 48% ☐ N/A 48%