

Sunset Park Elementary School
School Advisory Council Meeting

Thursday, February 7, 2008

6:00 PM

Minutes:

Welcome

Eric Cooper & Mike Lewandowski

Sunset Park School Update

Mrs. Russ & Dr. Ralph

Mrs. Russ explained that the instructional materials approved at the last meeting have been ordered; we are just waiting for delivery. Additional expenditures will be requested in the near future for FCAT incentives for 3rd- 5th graders. The incentives will include something like a pencil pack or other similar reward. FCAT Writing + will be on February 12th, and the other FCAT tests begin on March 11th. We are continuing to grow; our current enrollment is 1076.

SAC Procedures:

Eric Cooper & Mike Lewandowski

The minutes from January's meeting were unanimously approved.

Curriculum Update

Kristy Johnson

DIBELS, a reading test which is administered one-on-one, is complete. The teachers have the scores, and Mrs. Johnson was pleased overall with the students' performance.

Old Business:

- SAC Survey Committee

Kim Wood & Joost Weissman

The school survey can be done on Zoomerang as well as a paper version sent home with students. We would like it to be a one-page survey with parent name optional and translations available for our ESOL families. Kim Wood read the survey committee's suggested list of questions, and a sample from Bridgewater Middle School was shared. The questions were discussed, and we narrowed them down to a list that we would like to use. Mike Lewandowski will take our drafted survey and format it to allow for enough space to include all of the questions chosen. The

surveys will probably be printed on legal-sized paper. Mrs. Russ will check with the district to find out the timeframe for the survey to be approved once it is submitted. When we have that information, we can decide on a date to distribute the surveys and determine when they should be due back to the school.

Plans for School Improvement Plan

Mrs. Russ and Dr. Ralph

Mrs. Russ explained that we will have a work session for the creation of our School Improvement Plan. The school's leadership team will prepare a draft/skeleton of the document prior to the work session using sample SIPs from other schools as guides and listing the activities that we are already doing at SPES. Then on the day of the work session, we will work together to fill in any gaps, add new activities for next year, and approve the document. April 8th (at 9am) is the date/time we decided on for the SIP work session. Eric will check on the possibility of using the room at the Golf Center so that we can work off campus to avoid interruptions.

Limited English Proficiency (LEP) Concerns

SAC Members

The school's ESOL teachers attended and expressed concern about attendance for PLC. PLC meets only 4 times per year, and parents are not as involved as we would like. It may be a cultural issue where the parents feel uncomfortable, and the school is working on strategies to encourage attendance and participation. Teachers have been targeting parents who are involved in the classrooms and who might be interested in PLC. They have invited them to join. The purpose of PLC is to provide ESOL families with resources and strategies for success in school. We have 15-20 different languages spoken at our school, and about 25% or more of the students at SPES speak another language.

The meeting adjourned at 7:03pm.

Members Present: Curry Aldridge, Eric Cooper, Allisha Douglas, Denice Jahreis, Kristy Johnson, Rachel LeVee, Mike Lewandowski, Jolynn Quicutis, Sharon Ralph, Carol Russ, Joost Weissman, Kim Wood, Tricia Woodstock.

Next SAC Meeting – Thursday, March 13, 2008 – 6:00 PM