

Sunset Park Elementary School
SAC (School Advisory Council) Meeting

Thursday, October 4, 2007

6:00 PM

Minutes:

Eric Cooper called the meeting to order at 6:07

Welcome

Eric Cooper

Sunset Park School Update:

Dr. Ralph

Mrs. Russ was out sick tonight and could not be here. Dr. Ralph explained that school enrollment is 1047. A first grade class was added and a kindergarten class will be added. Another teacher will probably added mid-October. The school is preparing for the School Dedication on November 7th – all are invited. Write Traits and other materials are coming in and being implemented. There is much growth and many exciting things occurring at the school. Dr. Ralph stressed the importance of parent involvement.

SAC Procedures:

Eric Cooper

- **Approve minutes from September's meeting:** J. Metcalf made a motion to approve minutes with amendment. K. Johnson seconded. Minutes are approved with an amendment to the wording of school employees making up 49% of the membership.
- **Vote on Bylaws:** motion was made by C. Aldridge to delete sentence, "Non school employed SAC members shall serve no more than three years..." Wording will also be changed to reflect the change above (49% of SAC members may be school employees.) Motioned seconded by S. Ralph. By-laws are approved.
- **Vote on members for 07-08 school year:** all those in attendance are accepted for membership. Current members now include: Eric Cooper, Curry Aldridge, Carol Russ, Felicia Smith, Tricia Woodstock, Jolynn Quicuitis, Kristy Johnson, Jennifer Metcalf, Rachel LeVee, Kim Wood, Denice Jahreis, Michael Lewandowski, Joost Weissman, and Avi Maganda. Bessy Fonseca, Cairo Molina, and Olga Serraty were

contacted and will be added since they expressed interest on the SAC volunteer form that was sent home.

School Improvement Plan:

Curry Aldridge

- **Discuss upcoming committees:** in the spring we will form sub-committees to develop the action plans for each content area of the school improvement plan. Then we will meet as a larger group to hear each sub-committee's ideas and adjust as needed.
- **Sample plans** from other schools are available for review. These may be used as guides and examples when we are working on the SIP.

Curriculum Update:

DIBELS is complete. We will be getting SAI funds which will be used for tutoring for level one and level two students and/or lowest 30% in morning or afternoon. Additional materials will also be purchased. Possibly CARS, STARS, CAMS, etc.

New Business: SAC Survey Committee

Eric Cooper

Sample surveys were requested. Dr. Ralph has samples from other schools. Volunteers were noted on sign in sheet. The volunteers are: Tricia Woodstock, Kristy Johnson, Jennifer Metcalf, Kim Wood, Joost Weissman, and Eric Cooper. The committee will work on creating surveys that will be used to identify needs and areas of focus for the future.

Parent Questions:

T. Woodstock and other parents voiced concerns about the need for more information to go home to parents about the function and purpose for SAC and PLC. There was also concern about the lack of parent attendance at the meeting. K. Johnson and Dr. Ralph explained that SAC oversees the academic direction of the school. SAC develops the School Improvement Plan and determines how funds will be spent to improve and enhance learning. We have noted the need to send out a Connect Ed message for next month's SAC meeting. One suggestion was to ask teachers to encourage having a SAC rep as part of the committee. ADDitons will be asked to send out emails using their distribution lists.

There was a question about curriculum and what is used in each grade level. The website with Florida Sunshine State Standards was given. As a new school, we have needs such as: guided reading leveled books, listening centers, etc. It is early to ask for lists from needs from teachers yet because we are still receiving materials. It was asked if there are any immediate, urgent needs that we do not anticipate being met at this point. K. Wood will work with team leaders to get information about what the teachers need. Next month, Mrs. Russ will give an overview of the student data which we do have such as FLKRS, DIBELS, Benchmark tests, etc and what programs, strategies, and interventions are currently in place for the students at Sunset Park. Also, conference night will be coming up to go over some of the test results. It was suggested that links for testing and curriculum information be put on the school's website.

Limited English Proficiency (LEP) Concerns:

SAC Members

Listening centers and leveled readers are needed

Parent Leadership Council (PLC) Activities:

PLC Members

Adjourn: motion by J. Metcalf and J. Weissman seconded at 7:02

Next SAC Meeting – Thursday, November 8, 2007 – 6:00 PM