

## **Suwannee Intermediate School SAC Minutes- September 4, 2018**

### **Attendees:**

**Members-** Eleven members were present including: Sandra Winburn, Darlene Rice, Stacey Smith, Jennifer Beach, Wendy Stevens, Shari Herron, Kristy Chauncey, Ashley Davis, Brandon Fernald, Janet Mantooh, and Lorena Gardner.

**Guests-** Joseph Eakins, Leigh Fountain, Kecia Robinson

### **MINUTES**

#### **1. Welcome**

- Mrs. Beach welcomed everyone and called the meeting to order at 3:10 p.m.

#### **2. Title I Annual Meeting**

- Mrs. Beach introduced the Coordinator of Title I and School Improvement, Kecia Robinson.
- Mrs. Robinson used a PowerPoint to share the Title I presentation. The items she covered included:
  - What is Title I?
  - Title I Requirements.
  - Title I School Budget
  - Testing and Progress Monitoring
  - Parent Involvement
    - Parent Involvement Plan (PIP)
    - LEA Parent Involvement Plan (LEA PIP)
    - Parent Advisory Council (PAC)-we need a representative
    - Parent's Right to Know
  - Title I parent-School Compact

#### **3. New Members and Officers**

- Mrs. Stevens accepted the chair position at the February 2018 meeting and will continue as chair this year -pending SAC approval.
- Mrs. Garrison indicated she does not want to continue as the treasurer. We need a parent SAC member to accept the role.
- We also need a secretary to record the minutes. Mrs. Stevens will see if one of the school SAC members are willing to accept the position.
- We will vote on the officers and membership at the next meeting.
- SIS has reached out to parents, community members, and business partners to increase the SAC membership. Many have agreed to serve. At this time, seven (7) SIS staff members; four (4) parents; two (2) community members, and two (2) business partners for a total of 15 members have accepted to serve on SAC this year. Some of the members serve in dual roles (parent and business partner, etc.)

#### **4. Principal's Report**

- Mrs. Beach reported on the status of SIS and the current efforts in place to ensure SIS improves.
  - Working on developing relationships with students, parents, and the community.
  - "It takes a Village" luncheon.
  - Mentoring and monitoring students with learning gaps.
  - High expectations for all students.
  - Providing programs that stretch all students

#### **5. School Improvement Plan Focus**

- Mrs. Stevens shared the School Improvement Plan (SIP) focus areas.
  - Additional Instruction/Remediation in ELA, Math, & Science
  - Quality of Instruction
  - Parent Engagement & Community Support
  - Supportive Environment
- The SIP draft was submitted to the office of Differentiated Accountability (DA) for approval. It is currently under review.
- The plan is fluid, therefore, we can update and edit as needed.
- The SIS SAC also needs to approve the plan. Mrs. Stevens will email a copy of the focus areas to SAC members so they may review.
- We will tentatively ask for SAC approval at the next meeting (October 2, 2018).

#### **6. Review and Approve Parent-Student-School Compact**

- Mrs. Stevens shared the draft of the 2018-2019 Suwannee Intermediate School Parent-Student-School Compact. It is the district draft that the other schools are also utilizing.
  - One teacher noted that some teachers may not want volunteers in their class. Can it be removed? Mrs. Stevens said she would look into how it needs to be addressed.
  - Update: We need to offer the opportunities to talk with staff, volunteer in class, and observe. Volunteers must go through an orientation and time in class needs prior communication and scheduled with the teacher. It needs to be part of the Compact.
- SAC needs to approve the Compact at the next meeting (October 2, 2018) as teachers need them for parent conferences.

#### **7. Review School Advisory By Laws**

- Mrs. Stevens shared general SAC By Laws that SIS could implement. Members were given a copy to review before the next meeting.

#### **8. Closing Remarks and Adjournment**

- Mrs. Beach thanked everyone for attending and adjourned the meeting at 4:08 p.m.