

School Advisory Council Meeting Audubon Elementary

Safety
Ownership
Achievement
Respect



Date | Time 10/12/2023 2:45 PM

Location Audubon Media Center

SAC Chair Candace Jones
Type of meeting October SAC
Facilitator Gina Loggins
Note taker Melissa Kirkland
Timekeeper Gina Loggins

Attendees: SAC Members

Candace Jones- Principal
Melissa Kirkland- Staff/ Parent
Ron Patchel- Community Member
Laurie Patchel- Community Member
Ted Howley- Parent
Russell Edester- Parent
Tiki Marta Fiol- Parent
Gina Loggins- Staff

Agenda

- Meeting begins **10/12/23 2:57 pm**- Members are greeted and sign in.
- Review September SAC minutes and look over. Members agree and motion to approve by Fiol and Loggins.
- SAC Roles and Voting- SAC, parents and staff members were approved in the vote by parents and staff. Mrs. Jones outlined today's meeting and explained procedures to all SAC members.
- Title One provided copies of the School Family Compact for Learning which details assumed responsibilities of home and school. Feedback was solicited via email, Focus, and Social Media PTO pages. The Parental and Family Engagement Plan Summary was also provided with information about Audubon's partnership with families and community members. Suggestion made to move PENDA's listing up to a more prominent position on the Family Compact agreement. All documents are also available on the school website. SAC members agreed that Compacts are finalized and ready to send home to families.
- School Safety Protocols- New security measures are being installed in the front office to create a wall partition between staff/students and visitors to the office. School funds were used to install an intercom and lower inserts to communicate clearly. Discussion of how parents will be informed about the security changes.
- Questions/ Other Information:
 - Discussion of work orders new and pending for the pavilion and potholes near the car loop. Pavilion will be removed and potholes should be repaired shortly.
 - District is looking into drill fatigue with the frequency of lockdown/ fire drills. A new reunification plan has been explained, practiced, and

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implemented. The reunification drill will provide safety measures in the event of a major event where students need to be reunited with their families. SAC members believe a bulleted memo sent home with updates of security measures and changes will be sufficient to inform families of these changes.

- Discussion of permission slips regarding morning mile and bookfair. Award ceremonies could also be in question. SAC members agreed that perhaps a blanket permission slip at the beginning of the year or that as a school we will continue to use permission slips with after school activities, some outside vendors, or events with safety designations.
- Question about vetting process for bidding jobs. All contracted work receives multiple bids to ensure compliance.
- Book Purchase Guidelines for Community Stakeholder Input
 - List of titles and authors provided along with vetting information for community stakeholders. SAC approved the book list. Media Specialist (Ms. Kirkland) will continue making purchases for the school library.

Meeting officially concluded at 3:35 pm called by Kirkland and seconded by Loggins.

Upcoming Events:

- 10/16-Teacher Workday/Holiday for Students
- 10/19 Trunk or Read
- 10/25-1st Quarter Awards
- 10/25- Domino's Spirit Night
- 10/12-10/20 Scholastic Book Fair
- 10/19 Report Cards Issued
- 10/18 Trunk or Read Family Night 5-6:30 pm
- 10/26 Conference Night
- 10/23-10/27 Red Ribbon Week
- 11/9- Picture Retakes

Upcoming Meetings:

Mrs. Jones welcomes every staff member and parent to join SAC for the 2023-2024 school year. SAC meetings are held once a month at 2:45 on Thursdays. We will be meeting in the Media Center at Audubon Elementary School each month. Please refer to the schedule below for exact days and times:

Thursday, December 7, 2:45

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Thursday, January 11, 2:45 pm
Thursday, February 8, 2:45 pm
Thursday, March 14, 2:45 pm
Thursday, April 11, 2:45 pm
Thursday, May 9, 2:45 pm

