

**Minutes of the Meeting for: School Advisory Committee (SAC)**

**Location of the Meeting:** Ocean Breeze Elementary Media Center

**Present at Meeting:** Principal Shelley Michaud  
Bookkeeper Lori Walsh  
School Resource Officer Imperato  
Office Clerk Kimberly Newton  
2<sup>nd</sup> Grade Teacher Lisa Van Dam  
Kindergarten Teacher Peggy Hannan  
Parent Dr. Shelly Welker  
Parent Eric Erlacher  
Parent Theresa Grimison  
Parent Shannon Coleman  
Parent Nicole Tarasavage

Meeting was called to order by Principal Michaud on October 3, 2018 at 2:54 p.m.

**Approval of Agenda:** Minutes from 9/11/18 Meeting, Current Budget Summary, and School Improvement Plan were handed out by Principal Michaud

**Consideration of Open Issues**

- 2:54 p.m. Nominations and Elections for Officers held
- 2:57 p.m. Theresa nominated for Chairperson by Shelly W. – Declined nomination  
Eric nominated for Chairperson- Nomination Accepted Vote 11-0  
Shelly W. nominated for Vice Chairperson by Kim- Nomination Accepted Vote 11-0  
Jennifer nominated for Secretary by Eric- Nomination Accepted Vote 11-0  
Lori nominated for Treasurer by Jennifer- Nomination Accepted Vote 11-0
- 3:03 p.m. Reviewed last month's minutes and discussed current by laws  
Shannon addressed pg. 26 and would like to request a list of items we are able to spend on. Lori will look at past purchases and will come up with a list. Shelly W. drafter a list with categories and will send an e-mail that will be distributed for next meeting. All By-Laws look good for now.
- 3:07 p.m. Discussed 2018-2019 School Improvement Plan

Handout was provided by Principal Michaud. Elections will be held in the spring every two years. Each member will serve a term of two years on the committee. A copy of the SIP was distributed. SAC will review and discuss the details at the next meeting. Staff goals based on Insight Survey. Parent goal- communication, which is always a key factor in the improvement process.

Discussed safety plan for the school, regarding gates/ visitors, addressed issues for car loop, arrival and dismissal and process renovations. October 16, 2018 in the morning arrival time will start the process and the changes will occur gradually. It was suggested that during the sign in/ sign out process that the front desk could collect keys or driver's licenses. Raptor system was explained by Kimberly. Principal encouraged car loop, and if someone decided to walk across they would have to drop off children at the gate. Before 7:50 stop 3 kids and after 7:50 the drop off stop will be closest to classroom. There will be a follow-up with the Security and Safety committee in regards to these issues.

3:30 p.m. Discussed the need to increase our scores and focused on the A school data. 54 points were lost last year. We must get 62% to remain an A school. We earned last year. SIP focus is on learning gains and the lowest 25% (count twice) toward school grade. What can we do so all students can make gains at the top level?

Ideas discussed: Intervention Block, Progress monitor through iReady and use the lowest 25% for progress monitoring.

Discussed the need to continue Lexia K-2 (40 Licenses came from the secondary budget). The secondary budget will not fund these licenses going forward. The need for a literary coach cost is \$40 p/student for 40 K-2 lowest %.

Brain Pop Jr. was purchased for staff and Razkids was purchased for kindergarten and first Grade who wanted it.

3:46 p.m. SAC to purchase Lexia. Hannan motion to vote on making purchase from the 5100 Gen. Ed. Basic Fund budget for \$1600 Vote 11-0

Possibly looking at Moby Max for third grade teachers. Priced it out at \$199 each. If third grade staff wants it (4) SAC will approve to fund up to \$1000 for the teachers who want the program licenses. Shelly W. motioned to vote on purchase. Vote 11-0.

3:51 p.m. Mrs. Hannan inquired about smart cameras for kindergarten. Lori informed her that they had been ordered and they were just waiting on the order to come in.

3:52 p.m. Shelly W. questioned plan based on cultural data. Principal Michaud noted that the administrators are charged with addressing building culture concerns.

## **Planning for Next Meeting**

3:53 p.m. Next meeting will be held **Wednesday, November 7, 2018 at 2:45 p.m.**

Ideas for improving culture in all areas and not just academic (SIP).

Discussed the idea of “Animalopolous” and having an assembly for the whole school as a fundraiser charging admission, and they will donate a month worth of singing lessons. Additional information will be provided to the Principal by Shannon. Brainstorm ideas and dates/times.

Focus on surveying staff members for their specific needs for improvement (needs and wants) based on their specific grade levels. Possibly using “Survey Monkey”.

Discuss Parent Training/ Teacher Training provided as well as Parent/ Teacher Education.

Discuss the need for more technology and how to access what we need. “Stream Beams” – we have them but we don’t have the proper technology to use them.

Discuss the idea of new and improved white board technology possibilities, such as “mimios”.

Discuss the importance of the need for computers to be updated to get things to work, possibility of tablets/iPads.

**Meeting adjourned at/by:** 3:50 p.m. by Chairperson Eric Erlacher

**Minutes submitted by:** School Resource Officer Imperato

**Minutes approved by:** Principal Shelley Michaud

## **Agenda for November 7<sup>th</sup>, 2018:**

- 1) Budget Report- discuss and approve technology purchases.
- 2) Admin. Report
- 3) Discuss School Improvement Plan- questions from the Council & brainstorming ideas.
- 4) Categories for teacher/parent wish list surveys.
- 5) Discuss offering teacher PD and parent trainings.
- 6) Animalopolis- thoughts for fundraising? PTO? Assembly?
- 7) New Business/Topics from the Council