

High Springs Community School
School Advisory Committee (SAC) Meeting Minutes

March 19, 2019

Members in Attendance: **Lynn McNeill**, School Principal; **Jenni Roberson**, Assistant Principal; **Sean Sand, Hayden Anderson, Elizabeth Sheward**, Middle Grades teacher; **Amy Sumner, Sherry Sakai**, Lower Grades teachers; **Leslie Smith**, Career Service.

Meeting called to order at 2:36 p.m. by Sean Sand. Meeting agenda was provided to each member.

First order of business:

Mrs. Mc Neill initiated meeting with a welcome to all members.

Ensuing orders of business:

- A. Minutes from Jan. 15, 2019 meeting disseminated to all attending committee members and reviewed. Amy Sumner offered a motion to approve the minutes as written. Motion to approve seconded by Elizabeth Sheward. With no further discussion, vote to approve the minutes as written was unanimous with no abstentions.
- B. SAC 2019-20 Membership: Nomination process for new members for the 2018-19 school year was reviewed by Mrs. McNeill. Nomination period will open in April for new members that will replace current members who have served SAC for two years.
- C. Building Bonus Projects
 - a. Update: Approximately \$8,000 of original \$50,000 Building Bonus amount remains.
 - i. LED street sign and furniture purchases previously approved are currently in process.
 - b. Additional Building Bonus Project:
 - i. Need identified for replacement of Middle School basketball equipment - backboards, rims, and nets.
 - ii. Additional portable seating for gymnasium.
 - iii. Replacement of existing unsafe concrete benches with much safer neoprene-coated benches-replacement will start in Car pickup/ Parent walkup area. Benches cost approximately \$300 each- total cost of \$1,693.95.
 1. Discussion ensued regarding need to replace benches that have already been removed from the Bus loop. Mrs. McNeill noted that some benches currently on campus are in the process of being relocated to Bus loop.

Motion to approve additional Building Bonus Project made by Sherry Sakai. Motion to approve seconded by Elizabeth Sheward. Vote to approve motion was unanimous with no abstentions.

- D. Funding Request by Ms. Ensminger, Elementary Specialist
- a. Proposed Budget Allocation-Amount requested: \$300.
 - b. Request made for purchase of 2019-20 SWANK Movie License. License enables HSCS teachers, EDEP, and PTSA to broadcast movies made by companies named on the license for students to view.

Motion to approve funding request as submitted made by Leslie Smith. Motion to approve seconded by Amy Sumner. Vote to approve motion was unanimous with no abstentions.

- E. Funding Request by Christie Davis and the First Grade Team
- a. Proposed Budget Allocation- Amount requested: \$2,907.30.
 - b. Request made for a set of instructional, leveled books that will become a library for all the first grade teachers to use in their guided reading groups. The books in this set are leveled using the Fountas and Pinnel guided reading levels which are researched based. These readers are a collection of different text types and are designed to show students that reading comes in many forms. These text types differentiate instructional reading levels for all students, includes NAEP aligned procedural, expository, and persuasive writings, lots of different genres/80% fiction, 20% nonfiction and running records for data collection of student growth. Each level has 6 copies of 10 different titles-60 books total for each level. This set includes books for levels A-I which gives teachers a wide range of reading levels to meet all students' literacy needs.
 - c. Points of discussion:
 - i. Fountas and Pinnel most accurate leveling basis for leveled readers.
 - ii. Timing of upcoming district adoption of new reading curriculum.
 - iii. Availability of funding through other sources/grants.
 - iv. Amount of funding request versus remainder of available funds in SAC budget.
 - v. Consideration of funding request tabled pending discussion of SAC budget and other funding requests.

- F. Budget Update
- a. Expenditure of School Improvement Funds presented by Mrs. McNeill. Handouts provided.
 - i. \$7,599.45 in Advanced Placement/Lottery monies was allocated to the budget.
 - ii. Ending balance as of March 19, 2019-\$23,197.06

- G. Funding Request by Judith Weaver, Middle School Librarian
- a. Proposed Budget Allocation-Amount requested: \$230.70.
 - b. Request being made to replace a worn-out set of 30 paperback book copies of The Giver, a classic book that is taught regularly in Middle School to improve reading literacy. 30 copies at \$7.69 each.

Motion to approve funding request made by Amy Sumner, seconded by Elizabeth Sheward. Vote to approve funding request was unanimous, with no abstentions.

H. Funding Request by Administration

- a. Proposed Budget Allocation-Amount requested: \$2,235.00
- b. Request for three Dell 2-in-1 laptops for use by administration.
 - i. The laptops requested are a combination of a tablet/laptop.
 - ii. The 2-in-1 is currently being tested out by district IT. If not approved, regular laptops will be purchased.
 - iii. Purchase will facilitate numerous daily administrative tasks.

Motion to approve funding request made by Leslie Smith, seconded by Sherry Sakai. Vote to approve funding request was unanimous, with no abstentions.

I. Funding Request by Tammy Shintock, Fourth Grade teacher

- a. Proposed Budget Allocation-Amount requested: \$120
- b. Request for subscription to give a teacher access to a learning program for all ages that uses hip-hop music to engage students in vocabulary building and reading comprehension strategies.
 - i. Point of discussion-cost of school license (\$2,000) versus teacher license (\$120).

Motion to approve funding request of \$120 made by Elizabeth Sheward, seconded by Leslie Smith. Vote to approve funding request was unanimous, with no abstentions.

J. Funding Request by Christie Davis and the First Grade Team revisited.

- a. Proposed Budget Allocation- Amount requested: \$2,907.30.
- b. Point of discussion-amount of funds left in SAC budget if this funding request is approved.
- c. Consideration of any additional anticipated requests by the end of the year-funding of possible purchase of grade level planners.
- d. Need for students to experience authentic texts at primary level

Motion to approve funding request made by Elizabeth Sheward, seconded by Hayden Anderson. Vote to approve funding request was unanimous, with no abstentions.

K. With no further business, motion to adjourn the meeting was made by Elizabeth Sheward.

Motion of adjournment seconded by Amy Sumner and approved with a unanimous vote and no abstentions. SAC meeting was adjourned by Chairperson Sean Sand at 3:20 p.m.