

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

May 29, 2018

Members in Attendance: **Lynn McNeill**, School Principal; **Eva Copeland**, Assistant Principal; **Sean Sand**, **Hayden Anderson**, Middle Grades teacher; **Tana Wenzell**, **Sherry Sakai**, Elementary Grades teachers; **Richard Hessey**, **Jessica Jacome**, **Amy Barry** Parents; **Charles Stewart** Community/Business Member, **Misty Jones**.

Meeting called to order at 2:30 p.m. by Sean Sand. A quorum of members was in attendance. 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 last meeting (April 10, 2018) disseminated to all attending committee members and reviewed. Tana Wenzell offered motion to approve minutes as written. Motion to approve minutes seconded by Charles Stewart. With no further discussion, motion to approve the minutes was unanimous with no abstentions.
- B. Florida Standards Assessment (FSA)
 - a. 2018 3rd Grade ELA (English Language Arts) test results were shared by Mrs. McNeill.
 - i. 73% of High Springs Community School (HSCS) 3rd graders achieved Level 3 or above (on a Level 1-5 scale).
 - ii. 2018 scores demonstrated an increase of 13% from 2017 scores, with Alachua District average score for 2018 being 57%.
 - iii. HSCS had fourth highest Level 3 or greater scores of all Alachua elementary schools.
- C. Eva Copeland announced results of the parent and teacher nomination process for the 2018-19 school year:
 - a. Parents:
 - i. Richard Hessey
 - ii. Heather Caballero
 - b. Teachers:
 - i. Amy Sumner
 - ii. Elizabeth Sheward
- D. Budget Update
 - a. Expenditure of School Improvement Funds presented by Mrs. McNeill. Handouts provided.
 - i. \$4,964.08-printer ink
 - 1. Discussion of monetary expenditures year to date for:

- a. Printer ink cartridges-\$3,529.72 out of total allocated amount \$8,000.00 spent.
 - b. Purchase of new projector system for the cafeteria was submitted but delayed because the District deadline for purchases for the current school year had already expired. Projector purchase will be submitted as soon as possible for the beginning of 2018-19 school year, with a pending goal of having the projector system purchased and installed by the beginning of the school year.
 - i. Projector funding amount allocated by SAC was clarified: \$5,000.00 total amount allocated.
- E. Funding Requests-Kindergarten, First Grade, and Second Grade Teams request funding for planning days to meet during the summer to plan curriculum for upcoming 2018-19 school year.
 - a. Kindergarten Team
 - i. Proposed Budget Allocation-Amount requested: \$526.19.
 - 1. Request made for funding Kindergarten Team meeting together to plan for 2018-19 school year. Teachers will create ELA and Math assessment resources and tools, in addition to charting out the Math scope and sequence.
 - ii. Request includes:
 - 1. Funding for 5 teachers-\$450.00
 - 2. Fringe amount-\$76.10
 - b. First Grade Team
 - i. Proposed Budget Allocation-Amount requested: \$527.98.
 - 1. Request made for funding First Grade Team meeting together to plan for 2018-19 school year. At this time, First Grade curriculum doesn't support mastery for all the standards that need to be taught and learned. This planning time allows teachers to develop tasks/lessons and activities that would fill in curriculum.
 - ii. Request includes:
 - 1. Funding for 5 teachers-6 hours per teacher @ \$15.00 per hour-\$450.00
 - 2. Fringe amount-\$77.98
 - c. Second Grade Team
 - i. Proposed Budget Allocation-Amount requested: \$528.00.
 - 1. Request made for funding Second Grade Team meeting together to plan for 2018-19 school year. Teachers will develop Standards-based curriculum to help guide students in mastering Writing standards and developing strategies for the new Science curriculum.
 - ii. Request includes:
 - 1. Funding for 5 teachers-6 hours per teacher-\$528.00

- d. Discussion of funding requests:
 - i. Mr. Stewart requested clarification of Second Grade funding as to whether it includes all fringe funding requests. Mrs. Copeland noted funding request does include fringe funds. Mr. Stewart also questioned if First Grade funding request included Math and Science together. Mrs. Copeland verified it does include both subjects.
 - ii. Mr. Stewart also asked for clarification about the District's current curriculum: Doesn't the current curriculum support mastery?
 - 1. Mrs. Copeland noted that the curriculum as adopted does not always cover all materials teachers need for thorough instruction for students to meet all standards and to meet needs of all levels of learners.
 - a. Mrs. Sakai added that the adopted curriculum is a one size fits all and there are discrepancies that need to be filled to adequately meet all standards and to adequately differentiate for students of varying abilities.
 - b. Mrs. Copeland added that the current curriculum supports the Florida Standards.
 - iii. Mr. Stewart and Mr. Hessey questioned whether 6 hours will be an adequate amount of time to do all the work that is needed.
 - 1. Mrs. Wenzell confirmed that the amount of time requested will be sufficient for planning that needs to be done.
 - e. Motion to approve all funding requests as submitted made by Ms. Jones. Motion was seconded by Mr. Hessey. Motion was approved unanimously with no abstentions.
- F. Additional business- Mrs. McNeill expressed the need for a Middle school Math tutor for 6th, 7th, and 8th grades for the next school year. This need for tutoring comes up every year-has been difficult to find a qualified person to tutor during times students are available.
- a. Funding for Middle Math tutor will need to be considered for the 2018-19 school year. A qualified person is needed to tutor students 1-2 times per week, perhaps community members can be found to fill this need.
 - b. Mr. Sand noted Math tutoring for Middle school students would be an effective use of SAC funds and students would reap major benefits if afforded the opportunity.
 - c. Mrs. Sakai asked if University of Florida or Santa Fe College could be approached to provide students to tutor. Mrs. Mc Neill noted that option had previously been explored, but scheduling and time conflicts have prevented college students from being available.
- G. With no further business, motion to adjourn the meeting was made by Mrs. Sakai. Motion of adjournment seconded by Mr. Hessey. Motion approved with a unanimous vote and no abstentions. SAC meeting was adjourned by Chairperson Mr. Sand at 3:105 p.m.