

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

**Jan. 30, 2018**

Members in Attendance: **Lynn McNeill**, School Principal; **Eva Copeland**, Assistant Principal; **Sean Sand, Hayden Anderson**, Middle Grades teacher; **Tana Wenzell, Sherry Sakai**, Lower Grades teachers; **Leslie Smith**, Career Service; **Richard Hessey, Amy Barry**, Parents; **Charles Stewart, Carol Doherty** Community/Business Members, **Rik McNeill**, Alachua County PTAs, Alachua County Council of PTAs (ACCPTA); **Tom Cowart**, Facilities Administrator; **Jackie Johnson**, SBAC Public Information Officer.

Meeting called to order at 2:32 p.m. by Sean Sand. A quorum of members was in attendance. Meeting agenda was provided to each member.

First order of business:

Minutes from last meeting disseminated to all attending members and reviewed. Sherry Sakai made a motion to approve the minutes from the Nov. 7, 2017 meeting as written with no corrections. Richard Hessey seconded the motion. With no discussion, motion was approved with a unanimous vote and no abstentions.

Ensuing orders of business:

A. Facilities Presentation

- a. Jackie Johnson discussed concerns for meeting facility needs in quality learning and teaching environments for all Alachua County schools. Stressed the importance of identifying needs of all facilities into the decade ahead.
- b. Presentation of district-wide facility issues given:
  - i. Maintenance of current facilities
  - ii. Modernization of current facilities
  - iii. Capacity-building new spaces and expanding existing spaces
  - iv. Comparison of existing older facilities as opposed to newer facilities
  - v. Growth/influx of 1,700 students over the past three years
- c. District-wide facilities goals presented
  - i. Ensure core and classroom facilities are adequate
  - ii. Replace portables
  - iii. Modernize facilities
  - iv. Ensure ALL maintenance needs are fulfilled and current
- d. Discussion of current situation regarding State and Local capital revenues
  - i. Benefits of half-cent Alachua County Sales Tax Referendum-will generate approximate \$20 million/year over 12 year period- if referendum is passed by voters, will average an approximate \$58 outlay per Alachua County household

B. Presentation by Tom Cowart of High Springs Community School building capital outlay considerations via handout:

- a. School built in 1970-Average age of buildings (by square footage) is 32 years
- b. Major projects completed since 2000 equal \$7.6 million total dollars spent

- c. Capital Outlay Considerations:
  - i. Major renovation and expansion of building #7 (kitchen and dining room)
  - ii. Building #1 (Administration/Classrooms) upgrades and new administration suite
  - iii. New parking layout
  - iv. Major renovations, existing classrooms
  - v. Campus-wide security
  - vi. Major renovation, Building #10 (Gym)-replace floor, install A/C, renovate locker rooms and bathrooms
  - vii. New 8-classroom addition
  - viii. New LED sign
- C. Presentation by Rik McNeill-Alachua County Council of PTAs (ACCPTA)
  - a. Advocated everyone become an emissary of the Half-Cent Sales Tax Referendum
    - i. Limited advertising funding is available to promote referendum
    - ii. ACCPTA.org website to access facilities surveys for each school to compile top three priorities for school renovations
      - 1. Survey info goes to ACCPTA, not school district
      - 2. Discussion of equitable allocation of funds across district so maintenance progress is seen at each school
- D. Eva Copeland presented:
  - a. Language waiver: both elementary and middle school get out at the same time. Motion to approve language waiver by Richard Hessey. Motion seconded by Carol Doherty. Motion approved with a unanimous vote and no abstentions.
  - b. Budget of Expenditure of School Improvement Funds Outlay as compiled by Debbie Mathews shows an Ending Balance as of 1/30/18 in the amount of \$41, 008.78.
- E. Funding Request by Administration in the amount of \$1700.00 for Third grade tutoring for lowest achieving students. Requested funds will provide:
  - a. 2 teachers, 2 times per week, 1 hour per session
  - b. 8 weeks of tutoring (16 sessions total) plus 8 hours of planning
  - c. \$28 stipend/hour + 17.33% fringe benefits
  - d.  $\$32.85/\text{hour} \times 24 \text{ hours} \times 2 \text{ teachers} = \$1576.80$
  - e. Funding for \$1700 requested to cover possible additional tutoring sessions and/or materials that may be needed.
  - f. Discussion of possible materials outlay and prior success of tutoring with 75% of students tutored passing 3<sup>rd</sup> grade.
  - g. Request was amended to add 2 extra sessions and increase funding to \$2,000. Motion to approve funding request with amended amount made by Sherry Sakai. Motion seconded by Tana Wenzell. Motion was approved with a unanimous vote and no abstentions.
- F. Funding request by Sean Sand in the amount \$389.60 for replacement headphones for classroom teachers and all computer labs for testing and classroom use.
  - a. Discussion ensued as to adequacy of funding request amount.
  - b. Motion offered to increase funding request amount to \$1,000 made by Richard Hessey. Motion to approve amended request seconded by Carol Dougherty. Motion was approved with a unanimous vote and no abstentions.

- G. Motion to adjourn the meeting was made by Charles Stewart. Motion of adjournment seconded by Sherry Sakai and approved with a unanimous vote and no abstentions. SAC meeting was adjourned by Chairperson Sean Sand at 3:26 p.m.