

High Springs Community School
School Advisory Committee (SAC) Meeting Minutes
May 14, 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; **Richard Hessey**, **Amy Barry**, **Heather Caballero**, Parents.

Meeting called to order at 2:30 p.m. by Sean Sand-quorum of members in attendance. Meeting agenda was provided to each member.

Initial order of business:

Mrs. Mc Neill initiated meeting with a welcome to all members. Ensuing orders of business:

- A. Minutes from last meeting disseminated to all attending committee members and reviewed. Motion to approve made by Amy Barry. Motion seconded by Leslie Smith. With no further discussion, motion approved unanimously with no abstentions.
- B. Mrs. Roberson announced results of the parent and teacher nomination process for new SAC members for the upcoming 2019-20 school year. Only one of two available parent positions have been filled.
 - a. Parents:
 - i. Stacy Cannon
 - b. Teachers:
 - i. Sherry Sakai
 - ii. Billy McMahan
- C. Budget Update by Mrs. McNeill
 - a. Expenditure of School Improvement Funds presented by Mrs. McNeill. Handouts provided.
 - i. \$2,316.22 of unspent Teacher Classroom supply money has been rolled into the ADB Budget that is governed by SAC.
 - ii. Total expenditure for 3rd Grade Tutoring Stipends/fringe has been fulfilled.
 - iii. Ending balance of \$22,639.75 includes unspent funds that were designated for substitute teachers to cover for those teachers attending TQE Ed Nolan Math workshop. Due to District funding of substitutes, SAC expenditure for substitute teachers was not utilized.
 - iv. Movie license expenditure of \$300 and First Grade Leveled Books expenditure (on back order) are still pending.

- D. Funding Request by HSCS Administration: Nicky Folders and Planners for Students
 - a. Total Expenditure Request for Nicky Folders for Grades K-2: \$553.50
 - i. Motion to approve funding request as submitted made by Sherry Sakai. Motion to approve seconded by Amy Barry. Motion was approved unanimously with no abstentions.
- E. Funding Request by HSCS Administration: Planners for students grades 3-5 and 6-8
 - a. Expenditure Request for Planners Grades 3-5: \$1,186.69
 - b. Expenditure Request for Planners Grades 6-8: \$1,114.74
 - c. Total amount of expenditure for Planners: \$2,301.43
 - i. Motion to approve funding request as submitted made by Richard Hessey. Motion to approve seconded by Leslie Smith. Motion was approved unanimously with no abstentions.
- F. Funding Request by HSCS Administration: Funding to support summer curriculum planning for Grades K-5, ESE teacher teams.
 - a. Total Expenditure Request for Summer Curriculum planning: \$4,251.66
 - i. Mrs. Roberson and Mrs. McNeill explained funding request will pay for 40 teachers to attend a 3-hour TQE Math training presented by Math expert Ed Nolan, plus an additional 3-hour block for targeted grade-level curriculum planning for the upcoming 2019-20 school year.
 - ii. Motion to approve funding request as submitted made by Amy Sumner. Motion to approve seconded by Richard Hessey. Motion was approved unanimously with no abstentions.
- G. Update regarding two prior fulfilled funding requests by Mrs. Ensminger:
 - a. Ladibug document cameras previously purchased have enabled all teachers who requested one to keep the document camera in the classroom the entire school year, which has greatly enhanced students' instruction and engagement, as well as facilitating planning by teachers.
 - b. WIN TV funding has greatly expedited the elimination of almost all the old, large tube TVs on campus.
- H. Sean Sand was excited to advise the committee that students who have begun using the Ticket to Read literacy software program (that SAC funded earlier this year) have already demonstrated an average growth of 30% in literacy skills.
- I. Heather Caballero advised the committee of a donation that provided a large screen TV to School Resource Officer Jason Taylor to replace an outdated computer monitor in his office.
- J. Mrs. McNeill offered SAC's gratitude for the service of current members of SAC who will not be returning next year.
- K. With no further business, motion to adjourn the meeting was made by Sherry Sakai. Motion seconded by Amy Barry and approved with a unanimous vote and no abstentions. SAC meeting was adjourned by Chairperson Sean Sand at 2:56 p.m.