

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

Nov. 13, 2018

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

Meeting called to order at 2:30 p.m. A quorum of members were in attendance. Meeting agenda was provided to each member.

First order of business: Welcome by Mrs. McNeill. Minutes from last meeting were disseminated to all attending members and reviewed. Amy Sumner put forth a motion to approve the minutes from the Sept. 11, 2018 meeting as written with no corrections. Sherry Sakai seconded the motion. With no discussion or corrections, minutes were approved with a unanimous vote and no abstentions.

Ensuing orders of business:

- A. School Recognition Funds- Mrs. McNeill informed the committee that based on High Springs Community School (HSCS) earning an "A" school grade for the prior 2017-18 school year, HSCS was awarded 2018 School Recognition Program (SRP) funding in the amount of \$84,520.00.
 - a. The Section 1008.36, Florida Statutes rules for how funding amounts are required to be spent were reviewed by Mrs. McNeill with the committee. Funding must be used for the following:
 - i. Non-recurring bonuses to faculty and staff
 - ii. Nonrecurring expenditures for educational equipment or materials to assist in maintaining and improving student performance
 - iii. Temporary personnel for the school to assist in maintaining and improving student performance.
 - b. SRP funds are placed in District non-internal accounts until SAC determines how funds will be disbursed. If SAC, school faculty and staff cannot reach an agreement as to how funds will be disbursed, 100% of all SRP funds will go to teachers by February, 2019.
 - c. SRP funds process at HSCS: All teachers and staff are provided an opportunity to offer input as to disbursement of funds. A ballot with five different options was created in October, 2018 based upon faculty and staff input. The results of that vote from faculty and staff was an overwhelming support for Option 1 of the ballot: Utilize the same formula that was used the last five years HSCS received SRP funds. Teachers here for the 2017-18 school year receive 1.5 shares. Educational Support Personnel here for the 2017-18 school year receive 1.0 shares (prorated based on the number of hours worked/day). New teachers, EDEP workers, and Food Service will receive set amounts for each group; these groups will be allocated on a 1:1:3 ratio; \$100, \$100, and \$300, respectively for each individual.
 - i. During discussion of the SRP funds, a copy of the voting ballot was provided to each attending SAC member. Ballot was reviewed and explained to SAC members by Emery Bishop, Assistant Principal. Mr. Bishop explained the

formula used to determine dollar amount per share. Discussion ensued as to the dollar amount that would be dispersed to teachers. Mrs. McNeill estimated teachers would receive \$1,022.55.

- d. Motion to accept HSCS faculty and staff's majority vote and to approve Option 1 as written on the ballot was made by Richard Hessey. Motion was seconded by Amy Barry. Motion was approved with a unanimous vote and no abstentions.
- B. Budget Update-Copy of Expenditure of School Improvement Funds was given to the committee.
- a. Installation of the Cafeteria Projection System has been completed. Expenditure of \$4,168.23 has been finalized. Mrs. McNeill noted the new system is a major improvement and is very much appreciated by parents and faculty. The new system greatly enhances family/student assemblies, cafeteria experiences, and faculty meetings.
 - b. Document cameras have been purchased-expenditure in the amount of \$3,555.00 is complete.
 - c. Achieve 3000 has been purchased and is currently in use By Mrs. Rendek-expenditure amount: \$1,280.00.
 - d. National Geographic Magazines for Mr. Fissenden have been ordered and are currently in use. Expenditure amount-\$114.95.
 - e. Ticket to Read purchase in the amount of \$400.00 is currently in progress, not yet completed.
 - f. Ending Balance of budget is \$24,378.89.

Funding Requests:

- A. Request in the amount of \$26.68 by Student Services for Whisper Phones to be used by students who have this accommodation written into their Section 504 Accommodation Plan or IEP. Discussion to clarify Whisper Phones and their use. Motion to approve request made by Sherry Sakai and seconded by Richard Hessey. Motion was unanimously approved with no abstentions.
- B. Request for funding by Judith Weaver on behalf of the Middle School Library for 7 computer station chairs in the amount of \$750. Discussion of request included the damaged and undersized condition of mismatched and inadequate chairs that are currently in use. Motion to approve the request as presented made by Richard Hessey, seconded by Amy Sumner.
- C. Request for funding in the amount of \$2,255.94 made by Nancy Ensminger for the purchase of 6 iPads and cases for small group support in the second-grade classroom of Mrs. Wright. Discussion ensued about the feasibility of funding this request through SAC. Questions were raised as to whether it would be more cost-effective to fund tablets instead of iPads. Sean Sand and Mrs. McNeill confirmed that tablets and associated software would not be supported by Uma Shankar, Director of Instructional Technology. Questions also raised in reference to the attached letter by Mrs. Wright explaining the request as a pilot program. It was offered that the request was unclear as to the actual use of the iPads in Math and/or Language Arts instruction. Members also questioned the outlay of several thousand dollars for a pilot program for just one classroom and that SAC must consider whether request is the most effective use of limited SAC funds. Questions were also raised about the availability of alternative sources of funding for this

type of classroom technology, the possible additional costs that might ensue related to technical support of iPads, licensing fees for supportive software, and feasibility of accommodating similar requests that other K-3 teachers might make. It was determined that further clarification of details of the request was required before SAC could move forward with a final decision. Motion to delay funding of this request pending more input was offered by Richard Hessey and seconded by Sherry Sakai. Motion to delay was unanimous with no abstentions.

- D. Request for funding in the amount of \$441.99 made by Sean Sand for a refurbished laptop and presentation pointer for the new presentation system in the cafeteria. Discussion included the current lack of an available laptop which necessitates borrowing and finding and setting up a laptop from different sources/departments. Amy Barry asked about the feasibility of buying a refurbished laptop versus a new laptop. Sean Sand noted that the refurbished model comes with a warranty and will be an economical and technologically effective purchase. Motion to approve the funding request was made by Richard Hessey and seconded by Amy Sumner. Vote to approve was unanimous with Sean Sand abstaining.

No further points of discussion were forthcoming. Motion to adjourn was made by Sherry Sakai and seconded by Amy Sumner. SAC meeting was adjourned by Chairperson Sean Sand at 3:07 p.m.