

**Hidden Oak Elementary  
School Advisory Council  
September 20, 2023  
Agenda**

- |  |               |
|--|---------------|
| 1. Approval of Minutes from SAC Meeting on May 10, 2023                                | Sharon Sailor |
| 2. Adopt Agenda  | Sharon Sailor |
| 3. Introduction of New SAC Members   | Sharon Sailor |
| 4. SAC Officer Election*   | Sharon Sailor |
| • New Member Orientation   | Sharon Sailor |
| • SAC By-Laws and Procedures   |               |
| • Sunshine Law   |               |
| • Proposed SAC Calendar Dates & Times*   |               |
| 5. School Improvement Plan   | Sharon Sailor |
| 6. School Opening 2023-2024  | Sharon Sailor |
| 7. Budget Items/Requests- IXL and/or Reflex Programs*                                  | Sharon Sailor |
| • ADV- \$2,544.00  |               |
| • LOT - \$13,034.03  |               |
| • SRP - \$23,085.32  |               |
| • TLD - \$3,284.14   |               |
| 8. News Items: Hidden Oak Robotics Program,<br>Chess Club, and Ell Afterschool Support | Chair/Sailor  |
| 9. PTA Carnival & PTA Fun Run  |               |

**Community Input**

- Items with an asterisk (\*) are voted on by SAC.

# Hidden Oak Elementary

## School Advisory Council

### 2023-2024 SAC Calendar (Proposed dates & times)

September 20, 2023	1:15	Initial Meeting
November 29, 2023	1:15	Mid-Year Review
March 6, 2024	1:15	Election Process
April	<b>No Meeting (Nominations take place for 2021-2022 SAC)</b>	
May 8, 2024	1:15	End of Year Meeting, Climate Survey Results
May	Elections Take Place	

# **Hidden Oak School Advisory Council**

**2023-2024**

## **Operational Procedures**

1. Hidden Oak SAC shall meet as often as necessary to perform its duties, but not less than 4 times per school year.
2. Methods of notification of meetings will include the school newsletter, marquee, email and phone messages. There will be a minimum of 7 days advanced notice.
3. An Agenda will be prepared for each meeting; the meeting will be chaired by a chairperson or designee. Robert's Rule of Order will normally be used to conduct meetings.
4. A chairperson, a vice-chairperson, and a secretary will be selected at the first meeting.
5. Members present at a duly advertised SAC meeting will constitute a quorum.
6. Nomination and election of School Advisory Council members will be in accordance with the School Board Policy.
7. Members are expected to attend all meetings, and a process for replacement of members who accrue two (2) consecutive unexcused absences