

High Springs Community School

School Advisory Committee (SAC) Meeting Minutes

March 16, 2021

Members in Attendance: **Lynn McNeill**, School Principal **Jenni Roberson**, Assistant Principal; **Sherry Sakai**, **Amy Whitfield** Teachers; **Stacy Cannon**, **Jarod Howard** Parents; **Krystal Robles**, **Chief Anthony Sheppard** Community Member.

Meeting called to order at 2:39 p.m. by Chairperson Sherry Sakai. Meeting agenda was provided to each member via email ahead of the meeting.

Sherry Sakai initiated meeting with a welcome to all members. Meeting agenda was provided to each member by email prior to meeting and at time of meeting for reference.

Ensuing orders of business:

- A. Minutes from last meeting (February 3, 2021) disseminated to all attending committee members and reviewed. Motion to approve made by Stacy Cannon. Motion seconded by Sherry Sakai. With no further discussion, motion approved unanimously with no abstentions.
- B. Membership update
 - a. Members whom served 2 years and has their membership has come to an end. They can nominate themselves again. Teachers representative sever 2 years as well and can nominate themselves and/or other teacher will be provided opportunities to become members. Parent submissions information process will be sent out with next parent newsletter in May or June. Parents can nominate themselves. Citizens will be reached out to so that the SAC committee has balance of all 3 types of members.
- C. Budget update
 - a. McNeil explain new approval process of the District's Budget per District new request. Looked at prior years budget first to have SAC approval. Around 1,200 students less than last year and this will affect the budget. This is budget for our Debbie Mathews, executive assistance, what is funded as a school for operation budget. Basically, this is a general operational budget. Explained prior years further detail how the budget is determined by weighted FTE of around 1,055 students and ESE of 252 students. And last year was of the \$85,962. Then the executive assistant will place money into subgroups. If you look at the bottom line of the budget it shows the total amount of the funding from the District. The Executive Assistant can move funding around within the subgroups. The next budget is what is provide as of 3/15/2021. They were looking at the bottom line on the budget and is only at \$39,659 which is less than half of prior years. Next years budge was with weighted FTE at 364 students and ESE of 87 students. New employee made mistake at the district level and super intendant in finance at the district office will make the update to weighted FTE will be around 970 students. The approval was requested from the District to allow the Executive Assistance to move the

money to areas as needed throughout the school year. Motion to approve made by Sherry Sakai. Motion seconded by Stacy Cannon.

- b. See Attached school Budget with the ending balance of \$29,465.49. The tutoring may decrease or increase to meet the need of helping the third graders meet the goal of the school.
- D. Funding Request
- a. Administration request for after-school tutoring program to assist in language arts and mathematics. Two teachers have already be identified that will provide this tutoring. This would close the achievement gap created from the pandemic. This request will support our Schools Improvement Plan goal for 2020 – 2021. Request details is in the attached document that comes to a total of \$2,031. Motion to approve by Amy Whitfield. Motion was second by Sherry Sakai.

Meeting adjourned at 3:01pm