

**Buchholz High School
School Advisory Council (SAC) Meeting Minutes
September 6, 2022**

Attendance: K. Purvis, J. Wilkinson, A. Krecic, D. Wei, J. Smith, K. Marinoff, O. Fayiga, M. Brothers, M. Jones, A. Walker, M. Pratto, T. Truluck, R. Munson, and E. Lathem.

Call to Order: 3:31 PM by J. Wilkinson

Introductions & Welcome: Mr. Purvis welcomed everyone and had everyone introduce themselves with name and affiliation with Buchholz.

Adoption of Today's Agenda: M. Brothers motion to adopt the agenda without changes; seconded by D. Wei. Motion carried unanimously.

Approval of Minutes: A. Walker motion to approve the minutes from March 1, 2022, with no corrections; seconded by D. Wei. Motion carried unanimously.

Financial Report: K. Marinoff reported fund balances through 8/24/2022.

- AP (ADS): \$429,325.77
- Lottery (LOT) \$20,532.84
- School Recognition Program (SRP): \$41,098.78
- Teacher Lead (TLD): \$4,124.73

Old Business: none

New Business:

- A. SAC Training Presentation – K. Purvis presented a School Advisory Council (SAC) training PowerPoint presentation.
- A. Bylaws – K. Purvis provided a copy of the Buchholz High School SAC Bylaws and asked the group to consider changing the Officer Term from one year to two years. D. Wei motion to amend the Bylaws to make the Officer Term a term of two school years; seconded by M. Brothers. Motion carried unanimously. M. Purvis will update the Bylaws accordingly.
- B. Election of Officers
 - a. Chair, Vice-Chair & Secretary – D. Wei motion to elect J. Wilkinson as Chair; seconded by D. Wei. Motion carried unanimously. M. Brothers motion to elect D. Wei as Vice-Chair; seconded by A. Walker. Motion carried unanimously. D. Wei motion to elect A. Krecic as Secretary; seconded by A. Walker. A. Krecic noted that she would commit to just a one-year term. Motion carried unanimously.
- B. School Grade Data – M. Pratto explained how grades are determined, with scores in 10 different categories, and courses that affect school grades. Comparisons were shown from 2019-2021. Areas of particular focus in 2022-23 that showed a loss or fell short of goals: Geometry, fell to 4th place among county high schools; and Students with Disabilities, fell below 41%. The latter is linked to federal ESSA (Every Student Succeeds Act) funds. D. Wei asked whether there is any consideration that at least some disabilities may prohibit learning. M. Pratto noted that there are exemptions for some specific disabilities and alternate assessments available for others. She also noted

that the grading standard is absolute versus a relative or sliding scale. K. Purvis added that 21 new teachers have been hired for 2022-23, with no instructional vacancies.

- C. Climate Survey Review – K. Purvis highlighted general areas of feedback and those areas that will be priorities during the current school year.
- Facilities/Cleanliness – Can always be improved; challenges are the high traffic/high volume use of Buchholz facilities and the age of the buildings. Custodial hours and schedules have been realigned, particularly for cleaning restrooms.
 - Communications – Can never communicate enough, especially when recipients do not read communications. Buchholz will more fully utilize the calendar on the school website to help.
 - Discipline – Buchholz is implementing more social and emotional counseling to help address some of the root causes of disciplinary issues. Guidance is also making counselors visible and available during lunch and providing additional support through Canvas and events/programs such as Road to the Future.
 - How does the District use the Climate Survey? K. Purvis noted that, usually taken in the spring, survey results may be used in evaluating school principals. Buchholz uses the Survey by considering comments, asking “How can we improve,” and then identifying areas of priority where the greatest impact can be made. In 2022-23, “Administrator Days” are being implemented, with the goal of having each administrator in a classroom, all day, once a week.
 - What about dress code violations and drug use? K. Purvis acknowledged that these problems exist at Buchholz. Egregious violations of the dress code are dealt with, when observed, and though drug use is “not rampant”, drug-related violations are resolved according to the Student Code of Conduct and any applicable law enforcement consequences.
- D. SIP Review and Approval – J. Smith highlighted the main priorities for 2022-23.
- ELA achievement - New Florida Benchmarks for Excellent Student Thinking (B.E.S.T.) standards will be implemented with progress monitoring three times per school year. ELA standards will also be integrated into Science and Social Studies courses.
 - Math achievement – B.E.S.T. standards will be implemented with progress monitoring three times per school year. A new lower-level math course will be added to take before Algebra 1. O. Fayiga emphasized the importance of teaching students how to take the test to be successful on the Algebra 1 EOC.
 - Teachers from each content area, as well as Universal Design Learning and ESE Professional Learning Cohorts, will meet to discuss progress monitoring and adjusting instructional methods as needed, with each administrator focusing on a specific content area.
 - ESE/Students with Disabilities – More students will be placed in least restrictive environments and in co-teaching classes for IEP or struggling students. Also, ESE scheduling will be done first in master schedule to keep electives available.
 - Black/African American Students – To close the achievement gap and increase graduation rate, the focus will be on increasing school attendance and decreasing in-school suspensions. Measures include creating a Discipline Committee, hiring and adding a Dean (4 total), and assigning an administrator to each grade to monitor truancy and reach out to families of truant students.
 - A. Krecic motion to approve the SIP; seconded by D. Wei. Motion carried unanimously.
- E. Request for ADS Funds

- a. Teacher B.E.S.T. Planning Hours – 40 Teachers for 6 hrs. @ \$20/hr; not to exceed \$5,000. To monitor progress against all standards in each content area. M. Brothers motion to approve ADS funds for Teacher B.E.S.T. Planning Hours, 40 teachers for 6 hours each at \$20 per hour, not to exceed \$5,000; seconded by A. Walker. Motion carried unanimously.
 - b. Security Guard – 180 days @ \$168/day = \$30,240. To hire security guard from a new vendor to assist on campus 8:00am-3:15pm. A. Walker motion to approve ADS funds to hire Security for 180 days at \$168 per day, up to \$30,240, less anticipated District-provided funds for this position; seconded by M. Brothers. Motion carried unanimously.
 - c. Thirty-three (33) student laptops Dell 3310 @ \$683 ea = \$22,539.
 - d. One (1) laptop cart @ \$2,500 ea = \$2,500.
 - Motion by D. Wei to approve ADS funds for purchase of 33 student laptops for \$22,539 and one laptop cart for \$2,500; seconded by M. Brother. Motion carried unanimously.
- F. Request Expenditure of Teach Lead Money (TLD) Funds
- a. \$750 for classroom supplies for students
 - b. \$2,000 for copy paper
- Motion by A. Krecic to approve TLD funds of \$750 for classroom supplies for students and \$2,000 for copy paper; seconded by O. Fayiga. Motion carried unanimously.
- O. Fayiga inquired about missing student textbooks, which have been delayed due to changes in curriculum and textbook approvals by the State of Florida.

Administration Reports:

- A. SAC-Approved Units Expenditure – Mr. Purvis reported that of the 5 units approved from ADS funds in March 2022 to assist in scheduling for the 2022-23 school year, 2 units will be returned.
- B. Students of the Week – Mr. Purvis noted that Dr. Kearney is coordinating this program in 2022-23.
 - Dr. Pratto reported that current enrollment is approximately 2600 and 3 new teachers were hired since the 1st day so that class sections could be added. She also noted that state testing started today, and the challenge will be finding ways to keep students motivated to approach each round of testing seriously.
 - Mr. Purvis reported that the electric gates on both sides of campus are working, although there are some operational issues to resolve.

Open Agenda: Public Input – none.

Next Meeting: Tuesday, December 6, 2022, at 3:30pm.

Adjournment: D. Wei motion to adjourn the meeting; seconded by O. Fayiga. Motion carried unanimously. Meeting adjourned at 4:42 PM.

Note added in proof: SAC members M. DiBernardo and R. McNickle, via email to K. Purvis dated September 7, 2022, affirmed all expenditures approved during the meeting of September 6, 2022.

Submitted by:
Annette Krecic

Secretary
Approval Date _____