

**Sea Castle Elementary School
School Advisory Council/School Advisory Forum
September 27, 2018 @ 8:30 a.m.
Meeting Minutes**

Call to Order

The meeting was called to order at 8:41 a.m.

Welcome

Mrs. Reyes welcomed all in attendance and shared her enthusiasm for everyone's support to the School Advisory Committee.

Meet and Greet

Principal – Mr. Rodriguez asked that everyone introduce himself or herself. Everyone introduced himself or herself. Mr. Rodriguez announced our teacher and staff of year Mrs. Olivares and Mrs. Ramirez. Mr. Rodriguez informed the committee that Mrs. Olivares achieved the highest score in our school's history for the Science FCAT.

Roles and Responsibility of SAC/SAF

Mrs. Reyes distributed agendas and shared the responsibilities of the School Advisory Council and School Advisory Form and the importance of everyone getting involved.

Reading and Approval of May Minutes (SAC/SAF)

Everyone was given the opportunity to read and review the minutes. A motion to accept the minutes as read was made by Ms. Gomez. Ms. Ramirez seconded the motion.

Title One School Status

Mrs. Reyes spoke about the successful Title 1 Parent night that took place on September 26, 2018.

Parental Involvement Information

Mrs. Reyes shared information about the Title One Parent Annual Meeting. The dates and locations of the upcoming Title One Parent Workshops were also shared.

Parent Compact

Mrs. Reyes discussed the parent compact document and shared the importance of parent involvement. The compact form went home with the first day packet and parents were asked to sign.

Accountability Report

Budget

Mr. Rodriguez shared the school's budget that was most recently updated. He shared that most of the school's budget will be solidified after the October Full Tuition Equivalent (FTE) survey, then again during February FTE survey. Mr. Rodriguez spoke about a 5th grade interventionist that is utilized to work with a small group of students to provide assistance with getting on grade level. A fourth-grade math teacher is being utilized to support students that could move to a level 2 on the FSA. Mr. Rodriguez spoke about Ms. Pearce and Mrs. Jones pulling students in 3rd grade for Leveled Literacy Intervention (LLI) during the morning to provide students with a reading intervention. Hiring these support teachers using Title 1 dollars. Mr. Rodriguez spoke about 20,000 saved up from Sunshine, the afterschool program to use it for Guided Reading Training with Jane Richardson. The trainer will train teachers, work with Guided Reading Groups in the classroom and observe teachers using the Jane Richardson Guided Reading Program.

Old Business

Mr. Rodriguez talked about last year's data and learning gains. Losing positions and moving a teacher because of declines in funds. He shared the projected goals from last year and this year, learning gains and achievement proficiency. Mr. Rodriguez also discussed the calculations for receiving a school letter grade.

New Business

Nominations and Voting for 2018 SAC Composition

Nominations were proposed and accepted for the SAC Composition:

Full Name	Position
Alicia Jones (PTA President)	SAF Designee
Charnay Pearce	SAC Secretary
TBA	Gifted Representative
John Holmes	Non-Instructional
Machiko Lee	ESE Representative
Michelle Gomez (Sunshine)	Community Representative
Liliana Ruido	BTU Steward
Alicia Jones (PTA President)	Innovative Zone Representative
Stephaine Reyes	SAC Co-Chair
Maria Henao	SAC Co-Chair
Samuelle Silvain	Parent
Marie Ramirez	Parent

All positions were affirmed by a majority vote.

We will continue to look for a parent Gifted representative.

Discussion/Review of SIP Components and School Goals

Mrs. Reyes shared SBBC Policy 1404 regarding the SIP requirements. These items included the following:

- Best Practices
- Baseline data
- Expected student learning outcomes
- Strategies and timeframes for improvement
- Action steps: instructional strategies, budget, training, instructional materials & technology, student support services and other resources
- Necessary training and technical assistance

School Advisory Forum

Mrs. Reyes discussed the schedule of future SAC meetings. Affirmed by a majority vote of SAC meetings being held in the mornings 8:30. Mrs. Reyes will amend all dates.

Questions, Concerns, Comments

Mr. Lee had a question about Proficiency and Learning Gains for the Florida Standards Assessment.

Adjournment

A motion was made to adjourn the meeting by Ms. Gomez and Mr. Lee seconded the motion. The meeting was adjourned at 9:35 a.m.

Upcoming School Events

- Oct. 22-31- Red Ribbon Week
- Oct. 29- Trunk or Treat/ Curriculum Night and Book Fair Night 5:30- 7:30
- Oct. 31- Fall Storybook Parade for VPK, K, 1st, and 2nd graders
- Oct. 31- Nov 2- Book Fair
- Nov. 2- Autism Fall Festival
- Nov. 14- Report Cards for 1st quarter go home

Upcoming Meeting Dates

<u>Date</u>	<u>Time</u>
November 28 th	8:30
December 5 th	8:30
January 16 th	8:30
February 13 th	8:30
March 20 th	8:30
April 17 th	8:30
May 15 th	8:30