**Winston Park Elementary School**

**Title One School**

**School Advisory Council**

**Agenda**

**September 11, 2018**

1. **Welcome/Introductions- Meeting called to order at 2:35 p.m.**
   1. **Mrs. Eggelletion- Principal**
   2. **Ms. Porter- Assistant Principal**
   3. **Mr. Halse- Assistant Principal**
   4. **Ms. Jackson- SAC Chair**
   5. **Ms. Courtney- Reading Coach**
   6. **Mr. Kuhlman- BTU Steward**
   7. **Ms. Fonseca- Non-Instructional**
   8. **Mrs. Simmons- Teacher**
   9. **Mrs. Resta- Parent**
   10. **Mrs. Brooks- Parent**
   11. **Mrs. Lopata- Gifted Parent Representative**
   12. **Mrs. Poerio- Parent**
   13. **Mrs. McAndrews- SAF Chair**
   14. **Mr. Shamai- Parent**
2. **Principal Updates** 
   1. **Mr. Halse, the new Assistant Principal, was introduced and provided the committee with a brief bio.**
   2. **Open House 9/12: PreK-2 @ 6 and 3-5 @ 7**
   3. **Check website for important information such as the monthly newsletter**
   4. **Safety: We have received positive reports from the district safety task force, fire/safety inspections and Safe Haven. They are checking to make sure we are complying.**
   5. **Title 1 School because we have more than 51% of students receiving Free or Reduced Lunch. We are given federal funds for teachers, supplies and tutoring. This comes with mandates we need to follow and documents that we need to provide to parents.**
   6. **Reviewed arrival and dismissal and rainy day procedures**
   7. **Our budget is in the black and we are over the number of students we projected. We have one teacher on leave and an interim substitute in the classroom.**
   8. **Asked parents to feel free to provide suggestions for improvement.**
3. **School Advisory Council**
   1. **What is SAC?** 
      1. **The group that facilitates, develops, and monitors the School Improvement Plan and is the decision-making group of the school. It consists of parents, school staff members and community members.**
   2. **By-Laws**
      1. **Dictate the way the SAC is operated and the rules that it follows. The committee reviewed the bylaws. Mrs. Simmons made a motion to accept the bylaws. Mrs. Fonseca seconded the motion. The motion passed.**
   3. **Composition**
      1. **Membership requirements (to mirror the diversity of the school) were reviewed.**
      2. **Those members from the previous year were nominated to serve again this year (Leslie Forman- Co-Chair, Kathy Familia- Co-Chair, Tenise McCray- Secretary, Mr. Kuhlman- BTU Steward, Mrs. Simmons- Teacher, Mrs. Welch- Community Member, Mrs. Poerio- Parent)**
      3. **The following members were nominated to hold new seats (Mrs. Resta- Parent, Mrs. Brooks- i-Zone Representative, Mr. Shamai- ESOL Parent, Mrs. McAndrews- SAF Chair)**
      4. **PreK Parent and ESE Parent still need representatives and will be tabled until the next meeting**
      5. **Mrs. Lopata made a motion to accept the composition and Mrs. Poerio seconded the motion. The motion passed.**
4. **School Improvement Plan 2018-2019**
   1. **Ms. Porter shared the purpose and parts of the School Improvement Plan.**
   2. **School Improvement Meeting on Friday and will have more information at the next meeting.**
   3. **Math will be a focus this year and parents were invited to share ideas for improvement regarding math, other content areas, attendance, and communication.**
   4. **Parents had concerns regarding paying for structural improvement and meeting the Social and Emotional needs of new students and ELL students.**
   5. **Last year’s plan can be found on the school website.**
5. **Title One**
   1. **Title 1 Plan- Each school has a Title I Plan. Ours is located on the school website for review.**
   2. **Parents Right Know- A letter will be sent home to the parents of students that are taught by a teacher that is not highly qualified.**
   3. **Parent Compact Letter-2018-2019- This letter will be shared with parents at the Title I Open House. It details the school, parent and student responsibilities for making sure students reach their highest potential. Any parent not receiving one at Open House will review the Compact during parent teacher conferences.**
   4. **Parent Involvement Plan -2018-2019- This is the plan for how the school will involve, communicate and train parents as partners in education.**
   5. **Need parent volunteers to attend the monthly meetings and the Annual Parent Seminar. The first meeting is on September 27th at Park Lakes from 7:00-8:30.**
6. **ASP Updates**
   1. **New security procedures in place that are causing a delay in students coming up for dismissal. They are working on speeding up the process.**
7. **Comments and Concerns**
   1. **The meeting was adjourned at 3:15 p.m.**

**Next meeting is October 16, 2018 @ 2:30 pm**