MINUTES FOR DECEMBER 14, 2016

The meeting was called to order by Mrs. Beitz. She requested that everyone review the minutes from the last meeting. A motion was made to approve them by Mrs. Beth Passman. It was seconded by Mr. Devant. It was put to a vote and was unanimously approved.

The A+ funding ballots were discussed and a motion was made to change the wording on the ballot to read “ Any staff/faculty member who worked less than 98 working days shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year.” This is a change from the original ballot stating “any staff/faculty member who worked less than a half-year shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year.” A motion to approve was made by Mrs. Siegel and it was seconded by Mr. Devant. The vote to approve the change was unanimously.

The ballots were as follows:

**PROPOSAL 1**

1. Faculty/staff members of the 2015-2016 school year will receive 90% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked at least 98 working days shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff shall receive 50% if they comply with the above requirements. The school will receive 10% of the A+ funds for materials/supplies/items requested and approved by SAC.
2. Faculty/staff members of the 2015/2016 school year will receive 100% of the A+, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location.) Any faculty/staff member who worked at least 98 working days shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff shall receive 50% if they comply with the above requirements. The school would receive 0% of the A+ funds.
3. None of the above.

**PROPOSAL 2**

1. Faculty/staff members of the 2015/2016 school year will receive 80% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked at least 98 working days shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff shall receive 50% if they comply with the above requirements. The school will receive 20% of the A+ funds for materials/supplies/items requested and approved by SAC.
2. Faculty/staff members of the 2015/2016 school year will receive 100% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked at least 98 working days shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff shall receive 50% if the comply with the above requirements. The school would receive 0% of the A+ funds.
3. None of the above.

A motion was made to vote on Proposal 1 by Mrs. Siegel and it was seconded by Mr. Devant. It was put to a vote. Proposal 1 was approved unanimously.

**SIP & SAF information-Mrs. Beitz-** Mrs. Nissen and I went to a SAC/SAF meeting earlier this month.    We worked on the SIP.   There is a new section added called FACE.   Which stands for Family and Community Engagement to show best practices.  We have been working to get the required items uploaded.  It made us proud to know we are already fulfilling the requirements.  We are now required to have 3 meetings with sign in sheets of SAF which can be done together with or SAC meetings.  Which is why you had two separate sign in sheets today and we will also vote on our SAF by-laws (the template coming from the county) today also.  Finally, we discussed the A+ plus funds vote and how the vote has to be completed by February 1, 2017.  We will be voting on a proposal today and the teachers will vote next week.

**Departments Head:**

**Social Studies/Civics: Mr. Devant**-All grade levels should be finishing up and making last minute improvements on their History Fair projects which are due on Friday.6th grade is in the middle of their Greek Unit 4 cycle learning about Alexander the Great and Ancient Greece (democracy, arts, philosophy, etc.) and how their civilization relates to US. 7th grade is in the middle of the Legislative, Executive and Judicial branches where students analyze the structure, functions and processes of each. 8th grade is studying Washington, Adams and the rest of the 1st presidents since students finished the Constitution.

**Electives- Mrs. Sikorski-** The peer counselors helped out at Western High School with the Harvest Drive. This is the first time TTMS has donated money to the Harvest Drive and we donated $1,000!!! We are working daily in the classrooms alongside students helping with directions, focus, subject matter, or language. At the start of the 3rd quarter the peer counselors will switch jobs to give them a variety of jobs throughout the year. In Debate my students have successfully done a public forum debate on the benefits of the internet v. the decrease in personal privacy. They are now doing a 10 minute Original Oratory on the topic of their choice for their mid-term. When we get back from the break we will be doing a Lincoln Douglas Debate as well as an Interpretation of Literature. I am planning on setting up a field trip to the Broward County Courthouse to sit in on a trial as well as get some one on one time with a judge and prosecutor where they can ask questions. In Drama Florida State Junior Thespian Festival was held this past weekend: Tequesta's Troupe 88241 received 25 Superior Ratings and 5 Excellent Ratings, with FIVE of our pieces being chosen as Best of Show!!! Super proud Drama Mama! On to State in February. Spring Musical announced: The Addams Family! Currently in auditions. We'll be in to perform at the meeting. : )) The HOPE/Sunshine club is going strong. We are working on problem solving and refusal skills.

**ESOL- Ms. Franco-** Buenos Dias: Ms. Roberts and I took 40 ESOL students on a field trip to see a play, The Lion The Witch and The Wardrobe. The ESOL students had a wonderful time they were treated to lunch as well as each student received a copy of the book in either Spanish or English. The field trip was sponsored by a grant from the Immigrant Student Department. This week we have begun our first session of afterschool tutoring. This is a 12 week program. Tequesta Trace has been chosen along with Eagle Point and Park Trails Elementary Schools to pilot a new program. It is an on line program from Imagination Learning. The students take a pretest to determine their reading level and then there are activities and stories for them to complete. There is also a teacher lead component where the teacher can project a story and lead whole group instruction. We are very excited to be part of the pilot program and will keep you posted on the results. Mr. Maddox and I have also been working on another grant from the ESOL department to be able to continue the tutoring for the ESOL students when the first 12 weeks are done. We are looking into possibly being able to include additional students as well as some math components, as math now requires a lot of reading as well. Will let you know if that becomes available. In class the students are working in their English Now books and writing their own poems as related to song lyrics. We are talking about rhyme, rhythm and stanzas. The students are also practicing some listening activities as part of the new Access 2.0 Test they will have to be able to listen to a story and answer questions. The teachers and staff members that are going to be administering the new Access 2.0 test are currently working on their completing the necessary trainings and passing the training tests so that they are ready as well.

**MATH- Mrs. Cordoves-** Algebra and Geometry students have begun their preparation for the upcoming Midterms. Teachers have provided students with a study guide and answer key that can be used to review the standards being tested. Midterms for both subjects will be held on December 20th and 21st.Teachers in other grade levels continue their regular PLC meetings, where the results from our formative assessments are being discussed, best practices and teaching methods are reviewed, and new remediation and enrichment activities are being created. So far students are doing very well. With the majority of our students showing mastery of the standards being taught.During our last cycle of study, 6th grade regular students focused on the standards covering the Number system. The average school score was 85%. Sixth grade Advance students, worked on the standards covering Ratios and Proportional relationships. The average school score was 94%.7th grade regular: currently in the process of given CFA #3 (for equations and inequalities): our current school average is 78%; we are now moving onto Modeling Geometric Figures7th Advance: currently in the processing of giving CFA #3 on rates and proportions; we are now moving onto Random Samples and PopulationsOur 8th grade students have not yet finished their current cycle of study. I should have their results by our next meeting.In Math Team news: We had an in school competition last week (Hiller Test) on Wednesday and this week on Wednesday we will compete again in the MathOlymid... still practicing every Thursday.

**ESE- Mrs. Winter-**The SVE classes participated in the Special Olympics Track and Field Events at Cooper City High School on Tuesday December 13th and had a great time! All the students practiced for several weeks and then took part in selected activities and were rewarded with ribbons for their efforts. They are looking forward to the Special Olympics Basketball Activities in the Spring. The classes are also continuing to plan for their field trip to the Museum of Discovery and Science, which is now planned for January.  We now have a temporary part-time Speech and Language Therapist, Ms. Devonne Loiseau. She works with students half day Wednesdays and all day Thursdays and Fridays. We are in the process of interviewing for a permanent part-time SLP.  Support staff has begun looking at testing groups as we begin preliminary preparations to make sure all students with accommodations are properly identified.

**LITERACY- Mrs. Manning-** During the month of November, Literacy teachers met to analyze individual student writing scores from the 2016 FSA ELA assessment and discussed how to prepare instruction to best meet their student needs. We specifically looked at students that had a “zero” score in writing and the reasons that a student receives that score, which include illegible, incomprehensible, copied, foreign language, or off topic. We also compared the writing standards by grade level and determined that the addition of opposing claims and citing accurate sources added to the 7th grade writing standards might lead students to confusion when citing sources. In order to avoid plagiarism, ELA teachers are teaching how to quote or cite evidence without copying word for word. This is a difficult process for some students, so the writing strategies are being implemented across the curriculum in core classes such as Science and SS. Hopefully, the continuous practice will build habits of excellent writing as does the practice of using correct grammar, conventions, and spelling. In addition to writing, teachers are working through the CARE cycles, focusing on the reading and language standards. A variety of text is used throughout the instruction, including classical literature, informational reports, short stories, speeches, and poetry. In addition, some of our 6th grade Cambridge students in Mrs. Pagnant’s classes will be conducting an "understanding students with disabilities” activity with Mrs. Curtis and Mrs. Ancieta. Activities include: storybook reading, games that promote coordination, sharing and team building activities. This is the culminating activity for the FREAK THE MIGHTY novel study. The students will continue the projects into third quarter and will be writing books to the students with topics of science and social studies.NEW BUSINESS: 2017 TTMS Literacy Workshop proposal: Data collected last year from our 2016 Workshop shows:

\* Total of 130 students were selected and identified as “bubble kids”, which means their previous year FSA ELA score was the minimum proficiency score or just below proficiency score (the highest 2’s and lowest 3s)

\* 76% showed proficiency (level 3 or higher)

\* 24% dropped below or remained a level 2

\* 28% of the 130 scored a level 4 or 5

We would like to extend this learning opportunity to our students again this year with the support of our SAC committee. This in-house workshop will be offered during the day using ELA workshop curriculum provided by Mrs. Manning and literacy teachers. The funds requested from SAC are to pay $25 per hour to the teachers who would be working during their planning time 2 days per week. Instruction would be small groups, motivational, and explicit to either writing, reading or both based on students’ 2016 ELA scores. A total of 10 weeks of teaching twice per week amounts to $500 per teacher. 6 teachers would work during their planning time, periods 1, 2, or 3. The total cost would be no more than $3100 to provide an additional $100 if needed for purchasing supplies.

**SCIENCE- Mrs. Swinerton**- As a department each grade level is more fully integrating ELA skills within our curriculum framework. Classes are using Newsela and Buzzle to pull articles that tie to the standards as part of the instructional materials being used. Students are highlighting main ideas and key vocabulary and following up with higher order, open-ended questions to summarize the reading selections. As a department we are further adding to our students ELA skills by using a variety of graphic organizers during note-taking and utilizing strategies such as CER (Claim, Evidence and Reasoning) and RACE (Restate, Answer, Cite, Explain) when answering questions. Scientific inquiry can be seen in every class. Sixth grade classes are completing their class science fair projects. A few highlights include: Ms Ussa has embraced the recent, and often irritating, student craze of bottle flipping by turning it into a physics problem to be solved. Ms Ussa has challenged her students to determine the optimal amount of water and bottle size to achieve success. Ms Melendez had her students connect their recent Thanksgiving feasts to how organisms maintain homeostasis and the process of energy conversion. Ms Sant Angelo and her students have been sharpening their microscope skills by observing a variety of cells. Mr. Passman incorporated the Hour of Code providing puzzles and games that helped students to gain a rudimentary understanding and interest in programming. Seventh and eighth grade students are winding up their Invent America and Science Fair projects. Cambridge Biology students have been introduced to the field of epidemiology and as an interdisciplinary follow up activity watch a PBS documentary on the influenza outbreak of 1918 sponsored by Mr. Devant’s Global Perspectives class. Students are also exploring bioethics through their ELA, History, Global Perspectives, and Biology classes. This topic will be a recurring theme throughout the year. All teachers are working to incorporate more technology into their daily instructional efforts.

**MEDIA- Mrs. Dillmeier-** Media Aides are creating a Winter Wonderland….how do you incorporate the love of reading on the design? What will motivate students to pick up a book and read or come in and use the media center for discovery or interest instead of just a hang out, now that they are comfortable in the mornings? **Media Redesign**- Spoke with Mr. Maddox about using the area in the back to set up whole class computer lab. Suggested that we survey the teachers as to the needs and wants for the space since they have laptops in their rooms. Spoke with the vendor, TROXELL, about changes to the back of the room- the “do-ability” and the problems. Issues might include district maintenance about wiring and mounting monitors… Continue to week print and video collections as needed for the rest of the month. The non-fiction section may fit on the walls opening up one side of the room. In January we will begin inventory of the print materials, then begin the process of moving the books to the wall space and re-label the shelves. Building collections will focus on digital books and books in Spanish. The Dual Language Spanish classes will be arriving soon. JHS: Angel Tree, PAL TUTOR, Media Morning have begun the first of this month. Students may sign out an activity using their ID card. They must return the activity packed up for the next person to the student in charge. School spirit committee are working on a treat before the winter break.

**PTA**- The next meeting will take place on January 20th. Cougar Challenge is scheduled for February 3rd. We are in need of sponsors.

**BTU- Mrs. Passman-** Since the last SAC meeting, representatives from the Broward Teachers Union main office visited our school on two separate dates to speak with teacher members.  They heard concerns, answered questions and provided updates.   Attendance at the meetings were good and they were well received.   The 2016-2017 contract negotiations for Educational Professionals began on December 12th.  Ground rules and dates for future meetings were set.

**SAF:**

Mrs. Manning- Tequesta Trace Middle School’s Literacy Workshop will take place during the student’s elective class. Will like to seek SAC approval for funding as follows: $25.00 an hour for teachers. The end total will be $3,100.00 for the year. A motion was made by Mrs. Valent, seconded by Mrs. Winter. It was put to a vote. The vote was unanimously for approval.

 The 2016-2017 school calendar will be released today. The single sign-on for students is being discussed. The BSO spoke at the SAF meeting regarding synthetic drugs.

Meeting was adjourned.