

**CHARLES W. FLANAGAN HIGH SCHOOL
SCHOOL ADVISORY COUNCIL & SCHOOL ADVISORY FORUM
JOINT MEETING
September 17, 2018 at 4:00 PM, Media Center
Meeting Minutes**

4:03: Call to order: *Led by Anna Koltunova*

4:03: Student Presentation: Interact club presented and led the pledge of allegiance.

4:05: Establishment of SAC By-Laws: Introduction and confirmation of SAC by-laws. Mrs. Koltunova explained that the only change was that there is only one SAC chair this year. Motion to accept by Catherine Morales and seconded by Kennedy Cobb. By-laws pass unanimously by a show of hands.

4:07: Establishment of Norms: Mrs. Koltunova presented SAC norms. Motion to accept by Mariana Machado and seconded by J'nayah Lake. Norms passed unanimously by a show of hands.

4:08: Meeting Dates: Mrs. Koltunova went over meeting dates & the new remind and encouraged members to join.

4:09: Review of 5/14/18 SAC Meeting Minutes: Minutes from last meeting were reviewed. Approved by Tracy Chandler and seconded by Thomas Escudero. Minutes approved unanimously by a show of hands.

4:11: Introduction and Election of 2018-2019 Members: Mrs. Koltunova introduced all the SAC representatives and nominees. There were no objections to nominees. Motion to accept by Kennedy Cobb and seconded by Timothy Arnwine. Nominees accepted unanimously by a show of hands.

4:13: Principal's "Data Chat": Mrs. Kefford presented the names and positions of new employees to Flanagan High School. She then went over the high school grading model and how Flanagan performed in each of the categories that are counted towards the school grade. Flanagan earned an A again! Mrs. Kefford also cited programs that Flanagan is using to help increase achievement in each of the academic departments utilizing a Flanagan Reads & Writes program and a double-block schedule for Algebra 1 and Geometry. The committee was informed that all SES band and school grade data is available on the Florida Department of Education website, specifically schoolgade.FLDOE.org. Mrs. Kefford compared Flanagan's academic performance to other schools throughout the district.

4:27: 2018-19 SIP Goals: Mrs. Kefford went over goals for the 2018-2019 school year and how Flanagan is personalizing instruction even more. Academic and emotional learning

through PASL is more of a focus as it is the first year that it is district wide in every high school throughout Broward.

4:34: Communication Plan: Mrs. Knapp presented the communication plan and cited the website, pinnacle information and sign up, remind, attendance line, SSO directions. Mr. Winans also spoke about the BCPS mobile app and how that works well for parents of students who frequently change passwords. The app can allow parents to pay obligations, put money in their child's lunch account, and access the e-store.

4:37: Introducing SIP Action Steps through PLCs: Mr. Johnson explained the four best practices of the SIP plan (PLC, RTI, Internal/External Relationships, & BEST practices)

4:40: Safety & Security Update: Mrs. Kefford went over the ID and sticker policy to help adults identify whether that student belongs in the school as well as the new parking situation. The only entry into the facility is through the front gate. Before and after school the gates at the front and east lot are locked. Students need identification to get into the student lot during school hours. For after school activities, students will need to get picked up through the west lot. Fire and Code Red drills are now mandated to occur monthly and Flanagan students have created a Code Red Drill video to educate students on what to do during a Code Red drill.

- Mrs. Bell asked about students from last year who try to use the same ID from last year. Mrs. Kefford explained that Flanagan is currently working with Flanagan's photography vendor to have them print IDs at the start of each school year. Currently, IDs are being printed at the school site which is costly. Mrs. Kefford explained that Flanagan is looking into spending some of the past referendum money to pay for new machines.
- Mrs. Kefford introduced a mock-up of the new building and stated that construction is slated to being within the next few weeks. As a result, some portables will be removed and the new building will be by the tennis courts. Additionally, four roofs will be fixed and a new air conditioning system for the school will be installed.

4:53: New Business: Mrs. Lozin requested \$4,800 to renew USA Test Prep for the 2018-2019 school year. There was a discussion regarding how USA Test Prep compares to Khan Academy. Mrs. Bell made a motion to accept and Mr. Arnwine seconded. Motion passed unanimously by a show of hands.

5:00: School Advisory Forum (SAF): Mr. Arnwine presented on the School Advisory Forum. The school calendar proposals were introduced, and options were discussed. The pros and cons of ending the semester after winter break was discussed.

- Mrs. Lozin expressed her preference for option 1, while the rest of the members sided with option 2.
- Mr. Arnwine spoke about the passing of the bond referendum (72% for staff, 20% for security, 8% for guidance). I-Zone & Boundary meeting board has yet to schedule dates.

- Mr. Arnwine missed the ESE meeting and is waiting on notes from the meeting.
- Mrs. Bell explained that November 2nd there is a gifted symposium and that EP's will be done every two years.
- Mrs. Koltunova asked anyone who was interested to stay afterwards to fill out a SAC nomination form and introduced Flanagan Teacher of the Year (Mr. Singh) & Non-Instructional Staff Member of the Year (Mr. Winans).

5:14: Meeting Adjournment: Kennedy Cobb made a motion to adjourn which Thomas Escudero seconded. Motion approved unanimously by a show of hands.