**Wards Creek School Advisory Council**

**February 8th, 2016**

**Meeting Minutes**

**Attendance:**

Attendees are attached on a separate list.

**Call to Order:**

A meeting of the Wards Creek Elementary School Advisory Council was held in the Wards Creek Elementary Media Center on February 8th, 2016. Staci Farrell called the meeting to order. Heather Clubb recorded minutes for this meeting.

**Minutes:**

The Minutes from last month’s meeting were reviewed. The motion to approve the minutes was moved by Tammy Stewart and Teresa Lloyd seconded the motion.

**Special Presentation- Writing Instruction at WCES by Christa Ritchie (WCES Instructional Coach):**

This month Mrs. Ritchie joined the group again to present about writing instruction at WCES. WCES is using the Being a Writer program in most classrooms grades K-5. The focus of the program is to teach students the process of writing, give opportunities for collaborative writing tasks, provide real authentic audiences, and give students models for what great writing looks like. Students engage in regular writing periods (daily) for various purposes and audiences. Students get the opportunity to make lots of choices in terms of topics and methods of publication across the grade levels. Mrs. Ritchie explained the Writing FSA test that is coming up on March 1st, providing SAC members with an up-close view of test samples.

**SRF Overview and Ballot:**

Lisa Bielefeldt did an overview of the School Recognition Funds and how the money obtained from this fund can be and can’t be used. It is a school-based decision on how the funds will be distributed. The staff will vote on the ballot that SAC presents and then SAC will vote to approve the final decision. Each school year, as a SAC committee we conduct the voting and approval process for the money that may or may not be received the following year. In January, Ms. Bielefeldt requested input from staff members regarding the ballot. No input was received for this year from the staff. Ms. Bielefeldt reviewed the ballot options with the group and opened the floor for feedback and input. In March, we will vote as a SAC to formally accept the ballot and then the voting will begin one week later.

Based on the “simulation” conducted by the state, WCES would be an “A school” and receiving funds from last year. The official word is still forthcoming.

**Parent Survey:**

At our last meeting, we discussed the possibility of putting the topic of “homework” on our survey. Due to the concerns that were already raised by SAC, Mrs. Jarrell recommends us not putting it on the survey but going ahead and moving forward with addressing it through a SAC action team. Mrs. Jarrell also mentioned that the district is potentially going to be developing guidelines in this area as well. The survey will go out at the end of the month.

**Principal’s Report:**

Mrs. Jarrell did a summary of some key events that have happened recently at or in connection to WCES. 1) In January, the school’s Lighthouse Team presented at the Leader in Me Symposium for Florida and presented a session celebrating the success of WCES as a leadership-focused school. 2) For the February in-service day, in-house experts (teachers at WCES) presented concurrent sessions in the morning and then Christa Ritchie presented on Vertical Learning Communities, which allowed the teachers to see the trajectory of the standards from Kindergarten through 5th grade. Mrs. Jarrell also finished by offering a final invite to tomorrow night’s PIE night, which will feature information about WCES, growth mindset, and FSA.

**PTO Report**

* Boosterthon was a success! Money is still coming in, so the update on the final amount of money raised is forthcoming.
* Daddy Daughter Dance is coming up on February 19th and the theme for this year CandyLand. PTO is still in need of candy donations. There is a Sign-Up Genius for the candy donation.
* Ready Set Glow Run on April 1st.
* McDonalds night will be on April 19th.

**Parent Survey:**

The parent survey is ready to go, but it will not be launched until February 27th in order to avoid confusion with a current survey. As soon as it is ready to go, Ms. Bielefeldt will communicate with staff and SAC in order to encourage participation. No changes were made to our survey from last year.

**Good of the Group:** Ms. Bielefeldt gave a brief update on our 5-Star Notebook process.

**Adjournment**:

Motion to adjourn the meeting was made by Dana Smith and Tammy Steward seconded the motion. Meeting was adjourned at 7:14 pm. Next SAC meeting will be March 14th, 2016 at 6:00pm.