**Wards Creek Elementary**

**SAC Meeting Minutes-December 8th, 2014**

**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 December 8th, 2014. Lisa Bielefeldt called the meeting to order. Heather Clubb recorded minutes for this meeting.

**Minutes:**

After reviewing the minutes from last month’s meeting, Dana Smith moved to approve the meeting’s minutes and Chris Adamec seconded the motion.

**SAC Funds Distribution:**

Lisa Bielefeldt reviewed with the group what we have done in years past in terms of SAC fund distribution and also presented what comparable schools are doing at their schools. It was discussed about whether or not to use any of the money in this pot to potentially use for the upcoming cultural festival. The group discussed several ideas including dividing the funds up evenly based on the current FTE count. The group also discussed possible forms to use for the requests.

Stacy Farrell was moved to distribute the funds based on the FTE count as of December 8th, 2014, giving grade levels the option to pool their funds or to spend the designated funds by class. Requests will be made and approved at the January 2015 and February 2015 meetings by presenting a SAC request form for the use of the funds. Any funds not approved by the February meeting will be kept in the SAC fund for other future expenditures. If a request does not meet the criteria of aligning with the School Improvement Plan and the district’s purchasing guidelines, individuals and/or grade levels will have the opportunity to amend their requests and present it at the March 2015 meeting. Tammy Stewart seconded the motion.

**Cultural Festival:**

Mrs. Jarrell discussed Teaching Others to Respect Others Culture and Heritage or TORCH Festival and the current ideas being discussed in regards to this event. Currently some ideas center around participants being invited to participate in a parade of flags, posters, passports, music, food, food trucks, etc. The current date of this event is February 12th potentially from 6 to 7:30. A committee was formed to oversee this event including: Edie Jarrell, Heather Clubb, Chamane Williams, and Stacy Farrell.

**Principal’s Report:**

Mrs. Jarrell presented a 7 Habits Snippet about Habit 4: Think Win-Win. Everyone was given a sheet of paper and asked to work with a partner. Partners will asked to complete a tic-tac-toe activity where the goal was for each member make as many complete rows as possible. The goal was to think how both parties could win, instead of operating under the mindset that someone had to lose. Mrs. Jarrell emphasized the need to fill others’ buckets and deposit into the emotional bank accounts of other people. Making sure the needs of others are met makes our journey that much better and easier.

**PTO Update:**

Christmas Luncheon- 12/11

PTO Loves Teachers -12/12 providing lunch for the teacher

Boosterthon- 1/23, character lessons will be taught on the morning news and then grade levels will decide between class visits or grade level huddles

2/20- Daddy Daughter Dance

PBMS will be doing the Wizards again this year on a Saturday night in February

**Needs Assessment Survey:**

Ms. Bielefeldt brought up our upcoming Needs Assessment Survey and the potential for making changes to the survey for this year. Last year, we asked questions about technology access and feelings about Leader in Me. The faculty survey was maintained from the previous year. Ms. Bielefeldt asked the group if there was any additional information/questions that we would like to add to this year’s survey. Chamane Williams suggested asking parents about their level of comfort with the shift to the new standards. Heather Clubb asked about communication methods and polling parents about the communication methods that are most effective for them. Ms. Bielefeldt will be emailing out the

**Adjournment**:

Motion to adjourn the meeting was made by Tammy Stewart, Edie Jarrell seconded the motion. Meeting was adjourned at 7:58 pm.

Next SAC meeting will be January 12th, 2015 at 6:30.