**Wards Creek School Advisory Council**

**September 21, 2017**

**Meeting Minutes**

**I. Call to Order**

A meeting of the Wards Creek Elementary School Advisory Council was held in the Wards Creek Elementary Green House Commons Area on 21, 2017. (The meeting was rescheduled from September 14th due to the Hurricane.) Stacey Farrell called the meeting to order at 6:05. Dana Smith recorded minutes for this meeting.

Mrs. Mitidieri welcomed everyone – 2016 - 2017 SAC members and guests. Mrs. Mitidieri talked about the importance of SAC members and she will set up a Vimeo so that those who cannot make it to the meeting can join the meeting via Vimeo. Those members using the Vimeo to participate will be counted as present.

**II. Minutes**

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

**III. Old Business**

a. Mrs. Mitidieri explained that SAC is an advisory committee that she regards as valuable her decision making. Official members must attend all meetings. If unable to attend please let Kristin Fanning or Mrs. Mitidieri know ahead of time. The SAC meetings are always held in the “sunshine” and therefore open to everyone. However only the SAC members may vote.

b. The SAC Budget was also explained and that in the past each grade level gets monies based on the number of children. Then each grade level’s teachers determine how they want to spend the money and then submit paperwork and present the request to SAC. This year $6,086 is available. However Mrs. Mitidieri polled the grade levels at it was determined that Discovery Education Streaming was used by most teachers to supplement instruction.

c. Meet the Teacher went very well and the children were very excited about being back in school. Questions were asked about who sets the date and time for Meet the Teacher/Open House. Mrs. Mitidieri explained that it was determined by the district office.

d. Mrs. Mitidieri explained the Positive Behavior System (for consistent fair treatment of students,) that she suggested to the Lighthouse Team who agreed to implement it at Wards Creek. She also explained the Torch Card and reminded everyone that the information is in the handbook that should be in their child’s folder/notebook. Questions were asked about how the children earn bonus points. Mrs. Mitidieri said she would remind teachers about providing “bonus point” opportunities. For common terminology school-wide Voice Levels have also been implemented (0-silent, 1-whisper, 2-conversational, 3-presentation, 4-outside). Also the term, “give me five” will be used for students to be silent and pay attention,

e. Mrs. Mitidieri explained that part of the new education law requires 20 minutes of recess daily, along with the 150 minutes of physical education (P.E.). In fact, reports have to be made to the state department of education concerning recess and P.E. hour adherence. She made the changes after talking to several staff members who said that the children eat and then chat for 10 minutes. In order to accommodate lunch and to minimize the time taken away from classroom instruction she made the change. The children are taken out to recess after 20 minutes in the cafeteria by a staff member. The teacher then comes out to meet the class and supervises children for the reminder of recess. She also noted that teachers have been directed to have a working snack time.

f. The i-Ready diagnostics for reading and math were completed this week. Mrs. Mitidieri explained that parents can expect reports in their interim/report card envelopes if they haven’t received them already. If not, then please let your child’s teacher know. The i-Ready component that provides individualized learning paths was purchased. The students will need to be on the computer for 45 each week for both reading and math, and pass lessons with 70% accuracy.

**IV. New Business**

a. This year is the school’s accreditation. Surveys need to be completed by faculty, student and parents. Parents will be able to complete the survey at Leadership Night in the computer lab.

b. School Improvement plan will be presented at the next meeting.

c. Leadership Night was explained that it will be conducted by the children. To show their leadership traits, children will guide their parents around the school. This will include the classroom, resource classes, a Leadership in Me survey in the computer lab, PTO, and if the passports are filled the children will be given a treat by Mrs. Mitidieri in the Cafeteria.

d. Interims will be rescheduled to be sent home on September 22.

e. A motion was made by Jenna Miller and seconded by Elisabeth Janssen that Discovery Education Streaming Subscription be paid for through SAC funds. The motion was voted on and approved.

**V. PTO Agenda as reported by Chamaine Williams**

a. September 9th was the Room Parent meeting.

b. PTO membership is low and they will have a table at Leadership Night to encourage families to join. It was asked if PTO could provide teachers a list of students whose family has not joined. Mrs. Williams said she would take care of it.

c. The Fall Festival will be on October 20th.

d. The Mother/Son Night will be November 17th.

**VI. Questions/Concerns**

a. The governor mandated that 2 of the hurricane days will be excused. St. Johns Schools have extra time built into the schedule that will make up 2 other days. The other e days that need to be made up will be October 16 which was scheduled to be a Teacher Planning Day and November 10 which was a scheduled day off in honor of Veterans Day.

b. Questions were asked about the state tests. Mrs. Mitidieri explained that this year they will be given on the computer and next year the tests will be paper based.

**VII. Next Meeting**

The next meeting will be on Thursday, October 12, at 6:00 in the Media Center.

**VIII. Adjournment**

Chamaine Williams made a motion to adjourn the meeting and Megan Barstow seconded the motion. A vote was taken and passed. The meeting was adjourned a 7:42.

**Attendance:** Attendees are attached on a separate list.