

## Edison Park Elementary

### School Advisory Council (SAC)

#### Meeting Minutes – November 17, 2016

Present: John Ammons, Wanda Archilla, Caryn Clark, Barbara Harrington, Laura Wright, Jen Gaytan, Susan Mertz, Kim Clements, Michelle Henke, Cherise Trent

Meeting was called to order at 5:00pm by Barbara Harrington

1. Review norms: SAC members reviewed the following norms to regulate meetings:
  1. Start and end on time.
  2. All participants will be active and respectful listeners.
  3. Decisions will be made by a majority vote.
  4. Agenda will be followed during the meeting and agenda items for the next meeting will be created by SAC, SAC Chairperson, and Administration.
  5. Public Comment will involve positive comments and the allotted time is two minutes per person.

Members agreed to continue with these norms.

2. Meeting Minutes were presented and approved.
3. School Improvement Goals: Mrs. Harrington presented Edison Park's SIP Goals for 2016-2017. The discussion included the action plan to achieve the goals. Mrs. Trent explained the Behavior Intervention Forms.

**Goal 1** - Edison Park Elementary will increase student achievement.

Action Plan –

Teachers have common planning time for PLCs.

The school has established a leadership and an intervention team.

Use of Performance Matters and Castle to track standards.

Provide training and resources

Administration will perform classroom walkthroughs

**Goal 2** – Edison Park will decrease the number of out of school suspensions and referrals.

Action Plan - Edison Park will implement a school wide PBS discipline plan.

The PBS program includes proactive strategies for defining, teaching, and supporting appropriate student behaviors to create positive school environments.

Behavior Intervention Forms

Complete viewing of SIP 2016-2017 -

<https://www.floridacims.org/districts/lee/schools/0191>

4. School Improvement Budget – there are no funds allocated for EP for the SIP

5. Data Review: Mrs. Trent shared the current STAR Reading and Math data. Overall learning gains were reviewed as well as the learning gains of the lowest 25%. The STAR data reviewed indicated that the students are showing growth. The intervention strategies in place are being successful. These include WIN time, ability grouping, differentiated instruction, and resource/ESE teachers pushing into the classroom. The faculty will continue progress monitoring on a regular basis. The next SAC meeting the data reviewed should be more indicative of where the students are.

There was also discussion on Out of School Suspension. EP is well below district data. The interventions in place are also having positive results with OSS.

EP has the Fire/Safety SREF inspection scheduled and Mrs. Trent is hoping for 100% compliance. Mrs. Trent noted the district addressed teacher retention. EP isn't concerned with this as not many teachers are absent. This usually only occurs if they are very ill or are absent due to training. Teachers are not out of their classrooms very often.

6. DAC – Caryn Clark attended the September DAC meeting. She indicated it was very informative. There was discussion about School Choice addressing transportation by proximity. Transportation uses a huge piece of the district's budget. Mrs. Harrington reported on the November DAC meeting. The majority of the meeting involved the election of members. Transportation was addressed again. The meeting minutes are available on line or in EP's SAC binder.
7. Laura Wright addressed concerns about the technology issues that occurred last year during FSA testing. Mrs. Trent addressed this concern. The students have had more exposure to taking tests on the computer. On the school level the computers will be charged and ready to go with surge strips readily available. On the district level sometimes there are issues; however, they are dealt with as quickly as possible.
8. Future SAC meeting dates/tentative agendas:
  - February 9, 2017 @ 5:00 PM Agenda: Mid-year data review; Re-visit goals
  - May 9, 2017 @ 3:30 PM Agenda: Review end of year data and status of goalsMeeting dates and times will be in the school newsletter and posted on the PTA and school website. Meeting minutes will be posted on the PTA and school website.

Public Comment will be on the agenda for each meeting. The SAC chairperson and/or Administration may or may not respond to the public comments.
9. Good of the Order: Members continue to be happy with the direction the school is going and are thankful for the members involved.

Meeting was adjourned at 5:45pm.

EPCEA's SIP, SAC membership, guidelines and bylaws, and meeting minutes are available in the front office.