



## **Springwoods School Advisory Council (SAC)**

### **Former Parent Advisory Council (PAC)**

The meeting commenced at 6.00pm September 18, 2024

Attendance:

Mr. Burton

Mr. Harkins

Dr. Loera

Kate Finnern

Omar Torres

Joe Weston

Chelsi Shalal

Jennai Freeman

Satasha Torres

Alex ( PTA President)

1. **Introduction/Welcome**
  - a. Brief opening to 2024/25 year
2. Review of SAC Purpose and Training (~5-10mins)
  - a. New members
  - b. New select members (to be filled: chair, vice-chair, recording secretary, timekeeper)
3. Hot Topics and Budget Updates (~ 10mins)
4. Updates on Improvement plan (~15 mins)
5. SACI Report (5mins)
6. Open Forum (5mins)
7. Plans for next meeting

## 8. Adjournment

- **Introduction- Welcome to our first Sac meeting of the year. Talk about training, new members, budgets. (Dr. Loera)**
  - Purpose providing perspective and advising leaders on school improvement plan. Training for leadership memberships coming. TBA in October meeting
  - PWCS published SAC checklist for high-functioning advisory board.
    - reviewed by Mrs Mainor. 19 out of 20 are met. Not met: consistent translation provided. Plan: offer option in meeting invite in English/Spanish with 24hrs advance request option
    - 6 meetings required per annum.
  - Open positions this year:
    - Members – select chair secretary, chair and co-chair, timekeeper, positions open, liaison, SACi rep and need 2 required.
  - Action Item- voted in October: due to turnover of entire committee: change to bylaw proposed:

### *Former/Outgoing Chair*

- *Mentor/coach/adviser to new chair*
- *Attends meeting as available and assists committee as needed*

### **Hot topics:** Mr. Harkins-

- Thank you all for return for a healthy advisory council.
- Continued improvement plan is an ongoing support
- Mrs. Mainor out of town for a funeral
- **Safety and Supervision** -keeping the children safe
  - County is consistent on 5 postures of Perceived threats and the Emergency action plan :
    - “**Hold**” – clear the halls
    - “**Secure**” neighboring school had one last week, make sure everyone inside and close exterior doors. No one goes out, no one goes in.
    - “**Evacuate**” Location may be specified
    - “**Shelter**” in place! Hazard & Safety Strategy
  - “**Lockdown**”- Locks, Lights, out of sight/Defend Options. Sit in silence. We talk about those and have (certain) teachers talk about those situations with our students.
- **Security operations center**, inform police and security center, begin communication With Mr. Overstreet and whoever involved, police involved. Keep kids safe!
  - **When incident occurs, legal office writes communication. SPES needs to approve draft; draft then gets queued for email/list serve release**

- Biannually or annually sit-down wit crisis team. Roles and plans made, serious communication wit community
- Staff member wear yellow vest so all students know to go to and safety outside of the building.

Goal: Help community understand our process

**Mr. Burton:**

Yellow vest – the purpose is important, and all staff knows its importance and to wear one. Doors are shut and locked all through day

Mr. Overstreet checks all doors through the day. Once or twice a week outside party checks the building.

**Dr Loera**; thank you for communicating these safety procedures. Thank you for all you do in keeping our children safe and clarifying the process for disseminating information.

- Member asks about the doors closing slowly and the possibility of intruders
- Member asks about process with lockdown during recess
- Follow-up in next meeting

Improvement plan-continuous improvement Every year plan in place CIP

**Learning And Achievement For All**

- Increase overall performance on Reading SOLs (85%) with an emphasis on both ELL and SWD (65%) performance.
- Increase overall performance on Math SOLs (85%) with an emphasis on both ELL and SWD (65%) performance.

**Positive Climate and Culture**

- Increase student satisfaction to at least 90% with school climate on the PWCS Division-wide survey

**Family and Community Engagement**

- Establish and maintain a high functioning advisory council

Rubric recommendation is 16 out of 20 and our school is great with 19 out of 20 and continue with county meetings with SAC.

**Budget Mr. Harkins:**

- September 30<sup>th</sup> budget is determined/finalized; every kid is worth thousands of dollars. 90% goes straight back to staffing. All teachers have a flat rate charged against the budget.
- Each administrator and teacher costs
- 5% paper and cleaning products and supplies.
- Financial officer, Mrs. Dam, and principals watch the numbers of how many students and determine where
- We don't have any de-staff (fire) anticipation
- Our school is down a little over 850, last year we were above 900. Family moves and its transient and number fluctuate all year.
- Extra 100 kids by December, no more money would come in.

**SACI report not until October**

- 1 rep member select we would like to have another asking for a volunteer
- All schools have a representative that meet and come back with topics. Rep would take notes and meeting notes will be sent to chair.
- Designated time for each level(ES, MS, HS). Break discuss and mingle with other staff and county reps, and parents. I will make available the times.

**Mr. Harkins**

- Dr McDade walking Ted Talk, so inspiring and knowledgeable about education. Wonderful to hear her meetings and attend
- Member asked how many meetings
- About 9 or even divide in half to be 4-5 times, 2 hours
- Member: 2 hours, good experience 6:30-8:30 meet teachers and educators, staff.
- Mr. Harkins: 2<sup>nd</sup> Thursday of each month, who is interested please email Mr Harkins and Mrs Mainor
  - Ms. Torres expressed interest.

Opening for Chair and co-chair in October and reach out.

Please indicate which role why you want the role over the other via email to Principals and Dr. Loera (outgoing SAC chair) 1 or 2 sentences

**Open Forum**

- PTA rep offers support from her PTA and room parents
- Fun Run is now run by PTA solely
- Many openings available in SAC. It was reinstated in 2022/23 – so now everyone is at the 2-year maximum. PWCS requires select positions to rotate every 2 years
- Create action items and grow committee based off action plans
- Video is shown to student lockdown, shelter in place. More Preparedness Maybe Parents can view video.
- Dr. Loera asked to get added hot topics for following meeting.

- Mr. Overstreet is a good resource to fielding parent's questions about safety

**Wrapping up-** Dr Loera – thanks for clarity on safety issues, what is given to children, and what videos are they showing the children for the consistency of verbiage. Selection (no election) process of chair positions will be also discussed in October meeting.

Make agenda item for the following meeting.

Mr. Harkins closing statement. Thank you to all the parents from behalf of us principals and thank you for the trust and thank you for your grace as we grown and learn from each other and thank you for taking the time out of your day.

**Meeting commenced at 7:00**