**Hartsfield Elementary School**

**School Advisory Council Meeting**

**Thursday, September 15 / 5:30-6:30**

**Meeting Agenda**

**Attendance**: Bridgett Birmingham, Cheryl Stinson, Vernisha Howard, Grace Frances, Erica Reynolds, Greg Holloway, Mary Jo Peltier, Ava Williams, Lyndsey Bell, Nancy Oakley, Judy McDowell, Marie-Claire Leman, Albert Wynn, Crystal Ward, Dee Selmore, Ms. Lafaille.

**Apologies**: Steve Mills, Chris Sanders, Rachael Kurtz, Sharon Kant-Rauch

**Chair**: Bridgett Birmingham

**Recording Secretary**: Will Hanley

1. **Meeting Called to Order**: 5:35. Agenda reordered at this time.
2. **Introductions**
3. **Meeting Overview**
4. **Nominations and elections**
	1. SAC Co-Chair: Vernisha Howard nominated (Van Camp/Leman). Carried unanimously.
	2. Title 1 Advisory Council Representative: Bridgett Birmingham nominated (Leman/Howard). Carried unanimously.
	3. District Advisory Council Representatives: Mary Jo Peltier nominated (Birmingham/Bell), Albert Wynn nominated (Leman/Birmingham). Carried unanimously.
5. **Updates**:
	1. PTO (McDowell): Cookie dough fundraiser and contribution campaign are ongoing. T-shirts are on sale every Monday morning.
	2. Parent & Community Involvement Update (McDowell): attached to minutes.
	3. EDEP/21st Century (Holloway): 60 students at present, and still receiving applications. Reading pals partnership with United Way is starting this week—15 volunteers doing one-on-one reading with younger children. The champions program (more physical activity) is starting in coming weeks. A garden club is being formed, and will start soon. The 21st century program is now full (45 enrolled), with 12 kids on the waiting list. 21st century is partnered with the Humane Society, and will be involved with an upcoming fundraising event at Cascades Park. On October 20, the “Lights On Afterschool” program will take place at Godby High School, with food and performances by all the afterschool programs in Leon County.
	4. DAC: no report, as they haven’t met yet.
	5. Trauma informed: (Williams): Lots going on. Zones of Regulation curriculum is a core influence, and we are developing own strategies. Morning meetings continue, and we are headed down the road of success. (Peltier): working to train the afterschool staff in trauma informed approaches, and working on a partnership with the FSU college of social work.
6. **Principal’s Update** (Van Camp): The function of SAC was reviewed; producing the school improvement plan is the major function of the SAC. Spending the School Improvement Budget is also the SAC purview. Using data is an important part of the school improvement process. Attendance data was a particular concern and emphasis in school improvement planning that took place over the summer. Also, emphasis on children who drop off in performance, and on children in the bottom quartile. Van Camp circulated summary statistics from DOE results over the last three years. She said that one bright spot is that Hartsfield’s grades have been consistent through a turbulent period of changing standards, and that we have not gone down in our letter grade. She suggested that we should use the standards circulated as a foundation for the numbers that the school brings back next year, which she aims to have looking different.
7. **2016-2017 SAC Discussion** (Van Camp) – summarized publicly available information concerning the following topics, which were also discussed at the parent meeting two weeks ago:
	1. What it means to be a Title I School
	2. Parent Involvement Information
	3. Parent Right to Know Letter
	4. Four Week Notice Letter
	5. School Compact

Ms. Birmingham asked if parents had any scope of action based on what they find in the Parent Right to Know Letter. Ms. Van Camp stated that if any teacher were not highly qualified (not the case at Hartsfield) a parent could request a highly qualified teacher be appointed.

Ms. Leman said that part of the planning for Parent Involvement this summer aimed to reach out to and meet parents off campus, for instance via the buses or with a movie night at the Orange Avenue apartments. She invited more ideas and locations that could help to accomplish this goal. Ms. Williams agreed that stepping outside of the box is the aim to build positive relationships.

Mr. Hanley expressed unhappiness with the Title I meeting, which he felt did not invite meaningful parent involvement, including via a closed election. He suggested that the Parent Involvement funding could be devoted to hiring a consultant who could facilitate a meaningful consultation at a future meeting.

Mr. Wynn asked what advantages a Title I school offers parents. Ms. Van Camp stated that some extra funds were available, for instance in addressing class sizes—and this benefits parents. Mr. Wynn asked if tutoring services were available. Ms. Van Camp said that 21st century offered this support.

**Motion 1**

Move that we allocate Parent Involvement funds to facilitate a more meaningful consultation at the Title I meeting next fall. (Hanley/Wynn).

Discussion

* Ms. Stinson suggested that we could use someone from the district to facilitate.
* Ms. Leman asked where this money is currently being spent. Ms. Williams suggested that a separate meeting might allow better consultation.
* Ms. Ward said that the moment was not great for parents, who were eager to get to the classroom.
* Ms. Leman, Williams, and McDowell and Mr. Wynn talked about finding a way to get numerous people to attend a meeting where they can consult. There are upcoming meetings that can serve this function, such as the Pastries for Parents event.
* Ms. Birmingham said that there are lots of people at FSU who might be interested in facilitating this conversation.
* Ms. Selmore said that we need to find out what money is available and what these things would cost.

An amendment to the motion was agreed: that we “explore” these options and take it up at next meeting. Hanley/Selmore will do this.

Carried unanimously as amended.

**Motion 2**

That we explore SAC election formula at next meeting. (Hanley/Wynn)

Discussion

* Hanley said that efforts over the last year to improve the SAC election process were not carried out during this year’s election, and that we need to ensure that the elections are run in a more democratic way next year.

Carried unanimously.

1. **2016-17 School Improvement Plan Update**.

Ms. Van Camp reviewed the main goals of the plan, which are supported by strategies and action steps. Attendance, mobility, and self-regulation were common barriers. Trauma-responsive approaches and support personnel were common strategies.

Ms. Leman asked about the different categories of standing—are we in the “planning” or “implementing” phase? Because we’ve had 3 Ds in a row, should we not be in the implementing phase? Ms. Van Camp replied that district level administration has asked the Department of Education this specific question, and that “implementing” measures are not currently being applied because they’re not taking the 2014-15 school year into consideration due to the FCAT-to-FSA transition, which breaks the string of consecutive Ds.

Ms. Leman wondered what measures are envisaged for this shift. Ms. Van Camp said that this is a question for the state Department of Education.

Ms. Birmingham said that if such a plan is coming next year, we should see if there are elements that we can integrate now. Ms. Van Camp said that the plan tends to be a takeover.

We will vote on this plan at the next meeting.

Frances: we need an accurate list of voting members of the SAC. There was a brainstorming of names of people who are supposed to be on it. Ms. Van Camp will email a list of voting SAC members to the SAC.

1. **Feedback and Review of Public Comments** for School Improvement, Title I & Parental Involvement Plans

There were no comments.

Ms. Leman offered to write a one-page summary of the School Improvement Plan that could be more approachable to parents at upcoming meetings.

1. **Announcements and/or Other Information** for the Good of the Order
2. **Adjournment**: (Wynn/Frances): 6:51 p.m.