

**Lawton Chiles High School
School Advisory Council Meeting
August 26, 2025, In Person, 6 PM ET**

Voting Members Present

Administration - Joe Burgess, Jenn Powell
Parents – Koulla Butler, Martha Gautier, Arzu Leushuis, Rian Meadows, Lisa Urban, Becky Bandy
Chair - Martha Cummings
Secretary - Nia Wellendorf
DAC Representative – Allie Fleming, Kimberly Owen
BAC Representative – Brigitte Robinson
PTO Representative – Kelly O’Rourke
Support Staff – Kimberly Revell, Nicola Miller
Faculty – Lisa Donaldson, Anna-Marie Friars, Lynn Schuster
Parent Liaison – Kimberly Revell
Community Partners – Martha Cummings (Chair)
Student SGA – Hannah Hassell, Alyssa Manz

Voting Members Excused

Angie Davis, Beth Jackson, Isabel Ruano, Rosina Lopez

Voting Members Not Present

Jim Navarro

Guests Present

Tony Bernard, Renee McGrew, Adrienne Young


Meeting called to order at 6:00 by Principal Burgess. Attendees introduced themselves and said the Pledge of Allegiance.

1. WELCOME
 - a. Principal Burgess welcomed everyone and thanked them for participating in SAC.
 - b. Approval of Agenda – Motion by Anna-Marie Friars, 2nd by Kim Owen, agenda approved.
 - c. Approval of Minutes from 3/25/25 meeting – Motion by Rian Meadows, 2nd by Allie Fleming, minutes approved.
2. REPORTS TO BE HEARD:
 - a. Purpose of the School Advisory Council (SAC) (Burgess) – representative members of the community and faculty with focus on academic programs at school. The SAC meets at least four times per year. Meetings are open to the public.
 - b. Purpose of the District Advisory Council (DAC) (Burgess) – district meeting to allow members of the community and school faculty to learn about and discuss issues of interest to the school district. Each school, including Chiles, has up to two

representatives. Allie Fleming is the current DAC representative and offered to bring SAC member concerns to the DAC. Meetings are open to the public.

- c. Business Advisory Council (BAC) (Ms. Robinson) – Purpose of the BAC is to expose students to business and bring businesses to the school. Xello is a program the students can use to see what careers would be good matches for them, and links students with appropriate majors for college. Ms. Robinson is hoping to plan a career day on campus in the Spring with information generated about Chiles students based on the Xello results. Discussed the idea of providing interview experiences with professionals in careers, ideas of tapping the list of externship providers and Partners in Excellence.
- d. SGA (Hannah Hassell and Alyssa Manz) –
 - i. Over the summer, SGA helped at orientation by leading new students around the school, explaining the duties of SGA, and answering questions for parents and incoming students. After orientation, many freshmen expressed interest in joining Student Government, and we hosted the freshman interviews last week, where we selected four students to join our class!
 - ii. Our first home football game was during the first week of school, so our first week in SGA was mainly focused on discussing football themes with the whole class. In addition to planning themes, the sophomores are specifically focused on organizing “Fun Fridays,” which are monthly events held at lunch for underclassmen to cultivate school spirit. In past years, SGA has played music, given out popcorn, and planned a variety of games for students to enjoy.
 - iii. SGA’s biggest task has been brainstorming this year’s homecoming dance theme and spirit-week days. We’ve held full-class discussions and votes to determine which ideas are the most doable and creative.
- e. English 1 and 2 Progress Monitoring - Ms. Powell requesting SAC approval to allow English 1 and 2 classes to exempt all students from the midterm because their second Progress Monitoring (PM) test is right before the midterm. PM1, PM2, PM3 are the 3 tests throughout the year, with PM3 as the final test. Ms. Friars motions to approve the exemption of the midterm for English 1 and 2. 2nd by Kim Owen. Motion passes.
- f. PTO (Kelly O’Rourke) –
 - i. Main PTO functions are student honor roll celebrations, teacher appreciation events, student scholarships, coordinate the program for painting parking spots (fundraiser), coordinate sale of Spirit Wear (fundraiser), commemorative brick sale (fundraiser), connect with business partners, maintains some campus landscaping.
 - ii. PTO meets the first Monday of each month at noon, in person and via Zoom.
 - iii. Kelly also shared that the Domestic Violence Coordinating Council will provide a Teen Dating Abuse Workshop at Chiles through a grant with Leon Co Schools and the Children Services Council. Three schools (Chiles, Rickards, Godby) will receive this workshop about teen dating abuse.
- g. Approval of 23-24 A+ dollars for Chiles Teacher Professional Development - Mr. Burgess requests approval to use \$3,500 of leftover A+ funds from the 2023-24 budget to purchase professional development training materials for teachers. Allie Fleming made a motion to use \$3,500 of 23-24 funds to purchase professional development materials for Chiles teachers. Nia Wellendorf 2nd, motion passes.

- h. SITE (Ms. Schuster) – SITE is a group composed of reps throughout the school, discusses and decides about select schoolwide issues. Chiles was deemed to be an “A” school, so the school received bonus funds from the Leon County District. SITE is requesting approval to distribute these funds equally to all faculty and staff at Chiles. Ms. Friars motions approval of the funds per SITE recommendations, 2nd by Lisa Urban, motion passes.
- i. Principal’s Report –
 - i. There is currently a freeze on staff development travel.
 - ii. Changes in administration and staff for this school year include new administrators Jennifer Powell (assistant principal for administration), Dan Molinaro (assistant principal of discipline), Patrick Wright (assistant principal for attendance)
 - iii. Chiles Open House will be 9/22/25
- 3. OLD BUSINESS
 - a. None
- 4. NEW BUSINESS:
 - a. School Improvement Plan (SIP) Goals (Ms. Powell) – The administration is seeking input from faculty and SAC on SIP goals. SIP goals in ELA, Math, Science, Social Studies, and Students with Disabilities were shared with the SAC group. The full SIP will soon be available on the Chiles website for review. The SAC will be asked to approve the SIP at its next meeting.
 - b. Budget – There are limited SIP funds (\$25,198.74) left from past years. No SIP funds were received from the District this year or last year.
 - c. DAC Representative – Kim Owen offered to serve as additional DAC rep.
- 5. The next meeting will be 9/23/25, 6 PM.
- 6. Adjourned 7:31 PM

Signed by:  _____

Date: 8/27/2025

Minutes Approved on: _____

Motion to Accept 1st: _____

Motion to Accept 2nd: _____