

**Meeting Minutes approved 11/10/2020 SAC Meeting**

**Valley Ridge Academy School Advisory Council**

**Meeting Minutes by Ashley Schaefer**

**Tuesday, October 13, 2020 @ 3:30 PM**

**Location: Virtual (Microsoft Teams)**

**Quorum: MET**

- I. Call to Order: Holly Nover
  - a. Meeting called to order at 3:30 p.m.
- II. Welcome and Introductions
  - a. Administrators, teachers, non-instructional staff, district buddy, school board member, parents, community/business partners
- III. Member Composition Vote
  - a. 1<sup>st</sup> motion to approve Kimberley Sanders
  - b. 2<sup>nd</sup> motion to approve Karen Gangi
  - c. All in favor
- IV. Change in agenda-Take off Funds Request for the Book study requested by Anne Pounder, 4<sup>th</sup> Grade Teacher and Team Lead
  - a. 1<sup>st</sup> motion to approve Jennifer Schmutz
  - b. 2<sup>nd</sup> motion to approve Kimberley Sanders
  - c. All in favor
- V. Motion to approve the updated Agenda
  - a. 1<sup>st</sup> motion Ashley Folladori
  - b. 2<sup>nd</sup> motion Kimberley Sanders
  - c. All in favor
- VI. SAC Overview
  - a. A diverse group of stake holders of a school, established through Florida law, with a shared goal of increasing student achievement in a safe learning environment.
  - b. Membership composition: voting members 51% must be by non SJCS D employees such business partners, non-instructional staff, parents and the remaining by voting members composed of principal, teachers, SAC Chair and SAC co-chair
  - c. Voting members:
    - i. Parents(6), Principal (1), SAC chair & SAC Co-chair (2), Non-instructional Staff (1), Teachers (2), Community/Business Partners (1)
  - d. The function:
    - i. Awareness of School Improvement Plan (SIP), review of needs assessment survey, decide how school improvement funds are spent, decide how school recognition funds are used with school faculty input
  - e. Teacher professional educational funding
  - f. Decide how school recognition funds are used with school faculty input
    - i. Teachers and staff vote
  - g. SAC funds
    - i. Teacher professional development, teacher support material
    - ii. Has to be tied back to school improvement plan
    - iii. SS 1001.452 indicates SAC funds must be used for supporting SIP
    - iv. Teachers are encouraged to request SAC funds
    - v. Submit funds request form, present to SAC before approval and if applicable after implementing funds
    - vi. Can be used for: conferences, travel, curricular resources, classroom supplies

- vii. Cannot be used for: capital improvements, recurring expenditures, food, uniforms, stipends, permanent personnel
  - viii. Current School Advisory Accounts \$19,667 and \$75,018
- VII. Established by Florida Law
  - a. School Advisory Council meetings are public meetings and subject to the government in the Sunshine Law, SS.286.011
  - b. Formal actions and voting are required
  - c. Quorum (majority/51%) must be present before a vote can be taken
  - d. Minutes recorded by SAC secretary (posted on the website)
  - e. School website has a SAC Tab including minutes, schedules, by laws, and voting members
  - f. Review of By-laws-P2 section 7-members missing 2 meetings can be viewed as a resignation
- VIII. Review of By-laws & Approval of By-laws
  - a. 1<sup>st</sup> motion to approve Jennifer Schmutz
  - b. 2<sup>nd</sup> motion to approve Kimberley Sanders
  - c. All in favor
- IX. Review of the 2020-2021 Meeting dates & Approval of 2020-2021 Meeting dates
  - a. 1<sup>st</sup> motion to approve Kimberley Sanders
  - b. 2<sup>nd</sup> motion to approve Jennifer Schmutz
  - c. All in favor
- X. Grade Level Spotlight Overview-Postponed until further notice
- XI. School Board Update-Kelly Barrera
  - a. School Board meeting tonight
  - b. A very active school year with zoning changes, building the new K-8 and high school
  - c. Thank you to all the teachers, staff and administrators for everything they are doing during this very different school year
- XII. Principal Update: Sandra McMandon
  - a. A unique start to this school year, but it has been a smooth start, started with 20% of the students starting as Distance learners, now down to 13%. More students are coming back Brick and Mortar every week.
  - b. Teachers are doing a great job with all the changes and the focus this year is the same as last year, to focus on the bottom quartile of readers.
  - c. School cultural goal is Character Counts and PBIS
  - d. The VRA Positive Behavioral Interventions and Supports (PBIS) initiative is sponsoring a Pizza fundraiser with the support of Little Caesars Pizza, a flyer will be coming out soon from the teachers, and it will go all month long.
  - e. Congratulations to Ashley Mahaven, she was recognized by the district for her effort and support of the Kids Heart Challenge, she spearheaded the challenge as part of her curriculum and with her efforts and that of the students/families of VRA were able to raise \$15,027 for the American Heart Association. This total put Valley Ridge as the Top Fundraising School in the District.
- XIII. Old Business
  - a. No old Business
- XIV. New Business
  - a. No new Business
- XV. Adjourned at 4:10 p.m.
  - a. 1<sup>st</sup> motion to adjourn Ashley Schaefer
  - b. 2<sup>nd</sup> motion to adjourn Sandra McMandon
  - c. All in favor

Next Meeting-November 10