

# PALENCIA ELEMENTARY SCHOOL

SAC Minutes - Monday, September 10, 2012

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## Attendance: Quorum is achieved

Katrina Ables	John Ackerman	Victoria Watkins
Kalesa King	Kim Wildes	Karen Jenks
Elizabeth Cooper	Katies Kusiak	Colleen Packer
Jessica Banks	Kasey Baker	Adriene Helt
Stephanie O'Donnell	Wende Larrimore	Kalisa King
Stephanie Kinsey	Melanie Tahan	Nancy Davis
Laurel Madson	Chris MacEwan	Travis Brown
Don Campbell (Principal)	Kimberli Nalven (Co-Chair)	
Jennifer Ledford (Co-Chair)	Andrea Gallagher	

## Call to Order:

A meeting of the Palencia Elementary School Advisory Council was held in the school Media Center on Monday, September 10, 2012. CoChairperons Jennifer Ledford called the meeting to order at 4:02 pm. CoChairperson Kimberli Nalven recorded minutes for this meeting.

## Minutes:

The minutes for the August meeting were previously approved by Principal Campbell.

## Old Business:

No old Business to cover at this meeting of the PES SAC.

## New Business: How to Write Meeting Minutes

### 1. Attendee introductions

### 2. School Update, Enrollment and New Hires

Enrollment at 532 students (536 projected for Oct.) 18:1 k-3, 22:1 4th-5th ratio as mandated with class size. If we go over any classroom numbers an associate teacher will be hired to follow lead teacher's lesson plans and they will collaboratively teach the split classroom.

### 3. Digital Text Books and iPads Update

iPads are being distributed and will be done by Wed. Sept. 12. Palencia Elementary gets its own "cloud" and that is split by grade level. Kids are learning to use them and acclimating to the digital text books that are all finally loaded to the system. We are 1 of 3 elementary schools in US using digital text books and we are currently ahead of the other 2. iPad ratio is 2:1 and students are doing "paired-learning" style.

### 4. Arrival/Dismissal Procedures

Arrival and dismissal bumps smoothing out. Lightning detector has been added to alert us of inclement weather within a 10-mile radius. Students can't be sent home if the detector goes off. All kids can come in early in morning to eat breakfast—those that don't eat are waiting in cafeteria til 8:10 to go to class but not before. School exit at the first crosswalk gets backed up during release because crossing guards are not able to also stop traffic and control flow. Unfortunately the county currently doesn't have any available PSA's to help out. Avila parents are interested in more bike-related directing or leading like a brigade leader.

### 5. Approval of School Improvement Plan

The bulk of the SAC work is to approve the School Improvement Plan (SIP). Process for SIP reviewed. SIP presentation made by Principal Campbell.

A question from Stephanie Kinsey about kids that don't meet annual progress was answered that they must receive an intervention plan that is monitored. Implementation plans are already in place to address perceived and recognized issues with children and start helping them immediately.

Differentiated student teaching/learning was defined as grouping kids so they are working on what's best for them individually.

Jennifer Ledford, SAC Co-Chair, made a motion to accept SIP.

Business Partner Nancy Davis seconded the motion.

Jessica Banks moves to accept.

All in favor vote was unanimous.

### 6. Halloween Costumes Discussion

Consensus of the SAC was to do a Pirate theme for our Fall Festival. PES is being adopted by the St. Augustine Pirate Museum as their official school.

## **7. Interims**

Lack of good data on so many kids (out of state, private school, . . . ) so we must use these early weeks to assess students with data ourselves. We are also still acclimating to the iPad system with students. So we won't be doing 1<sup>st</sup> 9 weeks interims because they won't be effective. You will be notified if your child has needs. Interims' will resume the 2<sup>nd</sup> 9 weeks.

## **8. Discussion on organizing a "Bike Safety, Etiquette and Laws" presentation for students and/or parents**

Lots of still uninformed kids, parents and even just commuting neighborhood residents need to be informed of how to help make the walker/biker commute safe and efficient. Assistant Principal Baker will take the request for a presentation to the School Safety Committee to get it organized. Will also place the presentation in the website to be viewed. Kimberli Nalven will contact Palencia Press Editor to get an article in the newspaper as soon as possible. PTO will post info and main school website link to presentation on their website.

Adding a bike rack near Pirate ship to help mitigate the heavy sidewalk traffic in front of the facility. Karen Jenks (CDD Board Representative and SAC member) will contact the Board about putting a rack off school property at the 2<sup>nd</sup> crossing guard to help with traffic. Principal Campbell will look into the possibility of adding a rack near the Pirate Ship Park.

Liability issues for teachers on bike brigade--during school hours they are covered by school insurance.

## **9. Open Questions and Answers**

No random questions raised.

### **Reports:**

1. No reports made.

### **Next Meeting Date & Time:**

The next meeting will be held on Monday, September 10, 2012 on the green deck.

### **Meeting Adjournment:**

Motion: Stephanie Kinsey motioned to adjourn the meeting at 5:14 pm. Motion seconded by Kalisa King and carried unanimously.

Submitted by,

Kimberli Nalven,

PES SAC CoChairperson

Approval Date: \_\_\_\_\_

NOTES:

Time: 4:02 start

Welcome Bill Fehling and Mark Lewis from the district.

- SAC Minutes approved by:

Motion by Stephanie Kinsey second by Colleen. All in favor. No opposed. Motion on Minutes for Sept. passes.

- Revision to School Improvement Plan by Principal Campbell

Assessment today, in December an again before FCAT. Our goal is 100% of the 3<sup>rd</sup> graders who take FCAT pass them. Retention occurs only in grade 3 if they don't pass the FCAT. Grades 4 & 5 get to matriculate on.