

**Croton Elementary
SAC Minutes
September 8, 2015**

Members in Attendance: Kelly Callahan, Adrea McDonough, Heather Rehrer, Roseann Bennett, Deborah Blair, Tara Westfield, Ashley Carraro
Members Absent: Mahogany Roebuck, Tammy Fears, Nadene White, Matt Bennett

Call to Order: A meeting of the Croton Elementary School Advisory Council was held in the Media Center on September 8, 2015. Mrs. Bennett called the meeting to order at 2:50 pm. Heather Rehrer recorded minutes for this meeting.

New Business:

Members for the 2015-16 school year, Roster

Mrs. Bennett introduced the returning members and new members. Tara Westfield is the support staff representative. Ashley Carraro is a parent member. Kelly Callahan and Adrea McDonough will be teacher representatives. Mrs. Bennett explained the member roster. Our council should be comprised of more non-BPS employees, than employees. It should also be a reflection of our school population's ethnicity. Mrs. McDonough and Mrs. Callahan volunteered to co-chair the council. Ms. Blair made a motion to approve and the remaining members approved the motion.

School Advisory Council Toolkit

Mrs. Bennett shared the toolkit with all members. We reviewed the Important - Need to Know facts on page 4 and discussed attendance issues. We reviewed the suggested timeline and dates to remember. Mrs. Bennett will prepare draft of the strategic plan and send home with students prior to our next meeting. We discussed Roberts Rule of Order. Our meetings have typically been casual.

AdvanceEd update

Mrs. Bennett shared information about the new accreditation process we completed last year. There will be a survey shared on the school website for parents to complete. Mrs. Carraro suggested a raffle/drawing as incentive for parents to complete the survey.

By-laws

We reviewed pages 19-23 of the toolkit which include a sample of SAC by-laws along with a copy of statutes that create and define SAC, elections, membership, meeting guidelines, SIP, and funds.

2015-16 SIP Plan

Mrs. Bennett will share more information at the next meeting.

Title I School Compact and PIP review

Mrs. McDonough shared the District's goal of having a unified compact throughout the district. We reviewed a sample of the District compact. Parents provided feedback during last week's open house. Mrs. McDonough is seeking more feedback for parent responsibilities. Some suggestions were use of Edline, use of planners, etc. She will forward this version of compact to the members electronically for review and suggestions.

She also shared the Parent Involvement Plan (PIP) and explained the different sections. We reviewed the Building Capacity Summary and discussed parent participation at the various events. She needs feedback from members via email prior to Tuesday, September 15th.

50th Anniversary Celebration

Mrs. Bennett is in contact with the Office of Communications regarding guidelines for guests and speakers. She asked for input from members regarding the date of our celebration. Teachers would prefer to have the celebration prior to Spring Break due to testing afterwards. Mrs. Westfield shared information about the Ocean Breeze anniversary celebration that occurred last year. We discussed dates in March. We agreed that March 10th, 8th, or 3rd would be best, in that order.

Meetings for the 2015-16 school year

Future Meetings:

October 20, 2015

November 17, 2015

December 15, 2015

January 19, 2016

February 16, 2016

March 15, 2016

April 19, 2016

May 17, 2016

Meeting Adjournment: Mrs. McDonough motioned to adjourn the meeting at 3:36 pm.

Submitted By Heather Rehrer