

School Advisory Council

Crawfordville Elementary

December 7, 2015 at 3:50 pm

Members in Attendance: Christy Whitfield, Chair
Angela Walker, Principal
Debi Morgan
Bob Donaway
Kirsten Brazier
June Davis
Staci Welch, Co-chair
Frankie Harvey, Assistant Principal
Sherry Parks
Jan Pearce
Mike McCans
Terri Gilliam

- Welcome by Christy Whitfield. Meeting called to order at 3:50 pm.
- **Discussion of SIP Goals and how they are created**: Christy Whitfield presented information explaining how goals are created on the SIP Plan. The plan is based on the previous years' data. In order to develop goals, the SIP Chair, SIP Co-Chair, and Principal looked at attendance data, ELA Grades, Math Grades, and Students who scored a Level 1 on the FSA, the Florida State Assessment. After analyzing the data, seventeen students had more than one indicator. The goals that were developed are:
 1. Attendance - Decrease attendance from 69 to 55 students with less than 90% attendance.
 2. ELA – Increase the total student proficiency in ELA to 79% on FSA.
 3. Math – Increase the total student proficiency in Math to 75% on FSA.

Strategies to accomplish these goals were discussed in committee meetings. See the attached notes from those meetings.

- **Discussion of SIP Budget**: Angie Walker presented information on the SIP Budget and how funds should be spent. It was stated the School Improvement Funds cannot be spent on anything that is not in the SIP Plan. A question was asked by Jan Pearce, "Do school improvement funds carry over?" The answer by Angie Walker was "Yes". A motion was made by Mike McCans that the Principal should be allowed Principal discretion on spending money from the SIP budget that has been allocated in the School Improvement Plan. The motion was seconded by June Davis. Unanimous vote to approve. Motion carried.

1. Statement:

In the matter regarding distribution of State school recognition dollars, and determining expenditures with a current unknown amount of allocated dollars, the Crawfordville Elementary School Advisory Council has agreed, pending receipt of a similar State appropriation as compared to SY 2013-14, dollars will be allocated proportionally in SY 2015-16 as they were in SY 2013-14 (the last year (Crawfordville Elementary) qualified for school recognition appropriation).

After discussion, a motion was made by Mike McCans to vote on the acceptance of the wording as noted above; it was seconded by June Davis, and was followed by a unanimous vote of council members to approve this potential distribution of school recognition funds.

- **Committees Present Concerns and Needs:**

Reading and Writing – Presented by Kirsten Brazier and Sherry Parks. The committee met on December 4th. Kirsten Brazier stated that Chelsea Strickland, a teacher at Crawfordville Elementary stated that 100% of fourth grade students using the Fast Forward Program showed growth in their DEA scores. Third and Fourth grades would like to assess using DEA four times instead of three times this year. Materials that are being used to help increase proficiency in ELA were verified. A reminder was given that all grade levels should be doing writing every day. Sherry Parks stated that we are no longer using Write Score, and are now using Wakulla Writes in fourth grade. Mrs. Parks also presented a strategy that fourth grade teachers are using, in which students write details that support the statement on sticky notes. Then they are able to easily edit without having to erase so much. This is really helping students' frustration levels during writing. Also a request was made that the Writing Bowl commence after FSA testing. Jan Pearce requested that EET (Early Expression Tool) be added as a writing tool for K-1.

Math – Presented by Christy Whitfield in Christine Saulter's absence. The committee met on December 4th. The committee looked at DEA results in Math. The committee will revisit the DEA scores in January and compare growth. A reminder was given that all grades should be doing Hi-Yield Math Routines every day. Upper Elementary discussed Math Fact Drills.

Science – Presented by Debi Morgan. Committee met November 16th. The committee discussed preparation for Science Night which took place December 3rd at 6:00 pm. More information about Science Night is included in the Parent Involvement Section.

Technology – Presented by Heather Hatfield. Committee met December 4th. The committee discussed technology that is being used in the classroom. The district is implementing DCP (Digital Classroom Plan) so that all classes will have the same technology available to them. It was also discussed that trainings were needed on the 'One Drive' software.

Parent Involvement – Presented by Jan Pearce. Committee met on December 4th. The committee discussed events that had already been held. They discussed the pros and cons of each event. It was stated that the 'brown bags' that were given out after the storytelling event were a big success. They will look into possibly doing the 'brown bags' again at Bingo for Books. Serving the meals was much more efficient using this method. In regards to Science Night, Carlos from the Mag Lab at FSU did a wonderful presentation. The committee would like to have him possibly come again to present and show hands-on activities to the students. However a recommendation was made that we not have break-out session next time. It was discussed that the second semester parent night be a "bump up" night, in which parents would attend a session presented by the grade level that their child will be in the following year, not this current year. While discussing PJs and Pancakes night a suggestion was made to incorporate math through the literature that is chosen. A possible consideration is a second semester Donuts and Data Day.

- **Review finalized Parent Involvement Plan for 2015-2016 and Vote:** The finalized Parent Involvement Plan for 2015-2016 was presented by Frankie Harvey. The amendments were added to the plan and the finalized plan was presented. One of the questions asked by June Davis at the September meeting was “Will the summary match the building capacity list on p. 4 of the plan?” Mrs. Harvey stated that the summary will match the building capacity list on p. 4 of the plan. A motion was made by Jan Pearce to approve the Parent Involvement Plan for the 2015-2016 school year. The motion was seconded by Kirsten Brazier. Unanimous vote to approve. Motion carried.
- **Questions and Concerns:** Christy Whitfield asked if there were any questions or concerns. None were stated.
- **Future Meeting Dates:** The dates for future meeting will be: February 8, 2016 and May 9, 2016.
- **Vote to Adjourn:** A motion to adjourn was made by Debi Morgan. The motion was seconded by Terri Gilliam. Unanimous vote to adjourn. Motion carried. The meeting was adjourned at 4:55 pm.