

Emma E. Booker Elementary School

SAC Minutes – November 12, 2019.

Attendance:

Sherry Martin, Marvin Harris, Aliena Shea, Tanisha Williams, Migdalia Motta, Carolyn Major-Harper, Joseph Mack, Jennifer McKinon, Megan Anne Mahoney, Brooke Crowley, Ronnique Major-Hundley, Gretchen Johnson, Marie Truewell, Theresa Marks, Kristina McCauley, Phyllis Woods, George Mims

Call to Order:

A meeting of the Emma E. Booker Elementary School Advisory Council/School Decision Making Team (SAC/SDMT) was held in the Media Center on November 12, 2019. Chair Joseph Mack called the meeting to order at 5:46 pm. Laurice Bartley, Secretary will record minutes for this meeting.

Minutes:

Carolyn Major-Harper motion to approve the minutes of October 8, 2019. All in favor

Chair Report:

No visitors today. Revision to operational guidelines review of page 3 and page 5. Duties #1 add “and” before the word advertise. On page 5 article 8 the section that states #1 “Meeting dates, times, and locations will be mutually agreed upon by members” change to “meetings, dates and times will be mutually agreed upon and will be scheduled at least 10 days in advance by members. Grade level representatives should be sharing with the teams minutes from our meetings.

Mr. Mack asked for a report on the Hooked on Parent Engagement training. Ms. Major-Hundley reported on Hooked on Parent Engagement training she attended in St. Petersburg, Florida. It was a great learning experience. Event was for all including Government, parents, etc. strategies to help student/ parents move forward. Ms. Woods currently implementing academic portion events at EEB and are scheduled by grade levels. Ms. Woods is interested in having a Leadership Team and Student Representatives at SAC/SDMT meetings. Next year’s Hooked on Parent Engagement Training will be on November 13, 2020.

PTO Report

Mrs. McCauley reported that the PTO balance is now \$1,600.00 and some change. PTO turned in \$80.00 in Box Tops. The catalog fundraiser raised \$400.00. The Fall Festival raised \$1,100.00. The next PTO fundraiser starts Monday, November 18th – World’s Finest

Chocolate – will sell until Winter Break, will also sell in the Holiday Shop. There are \$1 and \$2 bars. SAC members are also allowed to sell. On December 6th the Pasta Dinner & Movie Night is scheduled in the Cafeteria. The next PTO meeting is December 5th and it will be a Potluck Dinner. Setting up the Holiday Shop starts December 5th in the Media Center. The Giving Tree Teacher will select 2 names and volunteers will gift money or take students shopping in the Holiday Shop. PTO asked for permission for a dance party as an incentive for selling candy. Also, lunch with the Principal – will schedule a date with Mrs. Mulligan for Ms. Oliver to attend.

SAC Report

Ms. Marks reported that the balance has not changed – it is still \$9,085.85 for consumables.

Principal's Report

Ms. Oliver reported that she sent an email out to teachers that on November 19, 2019 the Department of Education will be at EEB for grades K-5 to observe ELA and review student work samples. The team will review ELA work samples from November 14th and 18th only or writing samples from every teacher. Teachers should not re-create ELA or writing samples if they are not planned in that day's lesson. Sam Hawks, Tara Watts and Tami Taylor will collect work samples. The Bureau of School Improvement's goal is to push us in the right direction for student proficiency..

On November 20th EEB will have the FSA mock writing test for 4th and 5th grade students. No feedback will be provided. It will be a real simulated testing environment with testing accommodations for those students who need them. It will be a 2 hour test. Also, on November 20th Mr. Renouf and Dr. Kingsley will be on campus to visit K-2 classrooms and 3-5 classrooms for math. They are reviewing the Haggerty Phonemic Awareness Program for K—2/Math for 3-5. They will probably do only 3rd grade since 4th and 5th will be doing FSA mock Writing Test. On November 21st Mr. Renouf and our Strategic Support Team will be at EEB for our monthly meeting. Ms. Oliver will share formative assessments being done and give updates.

AP2 is currently scheduled to start in December and Ms. Washington is working on the schedule. All teachers will use the lab for testing. Administration will be meeting with teachers to discuss strategies for testing/incentives for AP2. AP2 will be like a real test for all grades, support will be available to proctor. There will be 30 minute increments scheduled for testing students daily.

Data will be used to determine strategies for individual students. Headphones will be provided if teachers need them. Teachers will need to send an email to Ms. Oliver if they need headphones. Headphones are to remain in the classrooms.

Strategic Plan – Community Foundation IXL License – Attendance Bingo suggested 4-5 year plan.

Incentives for staff morale.

Monies are still available.

Teachers need to spend their \$500 classroom funds.

Classified member of the year nominees due by December 5th.

Current enrollment = 539 students.

VAM scores – no teacher had ineffective. \$15,000 for highly effective or \$7,500 for effective from Department of Education for our current school grade. EEB has not heard anything back for this bonus money. All teachers' names were submitted by August 30, 2019 (the deadline). Funds will be available by December 16th or January 2020.

Saturday school is scheduled to start with a kickoff in December.

A certified teacher will be contracted to work with our ESE lowest quartile students.

Ms. Celestine will work with 3rd Grade retained students in Math and 5th Grade – she will start next week for 3 days per week and she will proctor for FSA.

Handouts:

October 8, 2019 SAC Minutes

SAC/SDMT November 12, 2019 Meeting Agenda

Page 3 and Page 5 of SAC/SDMT Guidelines

SAC/SDMT Meeting Dates

Next Meeting Date & Time:

The next meeting will be held on January 14, 2020 at 5:45 pm in the Media Center. No meeting in December 2019.

Meeting Adjournment:

Motion: Ronnique Major-Hundley motioned to adjourn the meeting at 6:35 pm. Motion carried unanimously.

Submitted by,

Laurice Bartley, *LB*.

Secretary

Approval Date: *January 14, 2020*

