



Bryceville Elementary – Agenda March 13, 2025

Attendance: Sandra Arowood, Elizabeth Sawicki, Shelia Hand, Tammy Smith, Julie Davis, Latashia Davis

Call to Order: 2:15

Approval of the Agenda: S. Arowood motion to approve, L. Davis seconded the motion

Approval of the Minutes: J. Davis motion to approve, L. Davis seconded the motion

Presentations/Discussions:

1. School Parent and Family Engagement Plan
 - a. Evaluation of current plan: current plan was given to all attendees, the plan was looked at by all and reviewed, Mission Statement was addressed for all to understand what it included and how the PFEP is a shared responsibility. The plan highlighted how the plan is communicated and made accessible to parents through our school websites, along with a hard copy kept in the library and front office. The PFEP will be provided in a timely manner. Annual Parent Meetings=Parents engagement, Open House, Title 1, other school events throughout the year. Our school events are very flexible for parents to attend meetings either in the mornings or evenings. We are building a school with capacity/staff development.
 - b. Feedback and suggestions for 25-26 plan: members would like the school to continue the usage of the daily communication folders, the take home reading bags, continue with AR nights as well as the events we have held this year.
 - c. Barriers – Any changes, suggestions to alleviate barriers: barriers that were mentioned were: families are busy with ball games, other siblings, church life, academics are not pursued by families. Some suggestions were to hold events on different days of the week, have a “drop by anytime” events and provided dinner for the families. Bryceville is a small community with no restaurants or grocery store let alone a gas station-families must drive to the next community down the road. This takes up time. Time is an issue. Most families work in a nearby city. A church has helped provide for needy families.
2. Employee Experience & Title 1 Survey Results
 - a. Discussion: 2024-2025 Title 1 Teacher Survey was passed out for members to review. 100% of staff responded to the survey. 100% of the questions asked were rated by staff members with a “Strongly Agree,” “Agree,” or “Neutral.” These questions are geared towards how the school has prepared teachers for their role in the classroom. 2024-2025 Title 1 Parent Involvement Evaluation Survey was passed out for members to review. It was a nice change to see the survey had added Spanish after each question. It’s coming apparent that some questions are not being understood by parents, or it is taken a different approach to how they think it should be answered or that a question might have multiple answers. Questions with “Do Not Know,” response are one of the biggest areas the school looks at every year and steps are put in place to help families, yet every year we still have parents answering, “Do Not Know.” Has the school informed you... type of questions...the school using every means possible to make sure parents are well informed

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by using the school newsletter, school calendar, classroom newsletters, classroom calendar, school website, teacher conferences, teacher phone calls, school events, social media, flyers, and Remind messages.

- b. **Next Steps:** Make time to host parent meetings for expectations for each grade level, curriculum overview for each grade level, and having a sit and watch a teacher model a small lesson on a skill for parents

3. Title I Budget

- a. **Comprehensive Needs Assessment:** a copy of the Comprehensive Needs Assessment was passed out for members to go over. First box is about staff employment. The bulk of our funding goes to hiring paraprofessionals, teacher tutoring, reading coach after school tutoring as stipends. Second box is about supplies for teachers such as IXL program, iReady Teacher Toolbox, and any extra supplies. Box four is about Curriculum development and how we use money to pay for subs for teachers for planning days. Box Five is about monies used or Staff Development such as literacy walkthroughs
 - i. **Feedback on needs:** Members had no input, they understand and like how the money has been spent.
- b. **Parent Involvement Funds:**
 - i. **Needs or changes to how these funds were spent?:** There's not much to change since the bulk goes to paraprofessionals/insurance/supplies
- c. **Committee Input:** members understanding the Comprehensive Needs Assessment plan, they like how the money was/is being spent. From a member: "Keep up the great work."

4. District Parent and Family Engagement Plan

- a. **Feedback:** S.Arowood joined the SAC last year to help develop the District plan, she was very grateful for the opportunity and understands more of the in's and out's of the plan. She believe the District is heading in the right direction and hopes we continue to.
- b. **Answer Essential Question – Which parent and family engagement activities/strategies did you feel were the most effective this past school year?** Members felt like the AR nights were the most effective event this year along with game night and the National Blue-Ribbon celebration.

5. School-Parent Compact

- a. **Feedback on compact, discuss any changes, if any, are needed.** Members were happy with the school-parent compact. Leave as is for the next school year.

6. School Improvement Plan

- a. **Discussion and feedback on plan and changes needed for next year.** Our most improved area was third grade readying at 79%. Members were glad to see the improvements in third grade even if it a small increased. Fourth grade ELA scores decreased the most. The teacher believed that the students could perform better and should have performed better. Even though BES and the county are above the state average in every area, the school will continue push in tutoring, afterschool tutoring, teacher tutoring, creating a positive culture and keeping up with attendance for some students. Members were on board with these suggestions.

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7. BES events recap
 - a. 100th Day of School
 - b. Family Game Night – Great turn out
 - c. Theatre Residency – 3rd & 4th Grades
 - d. Arts Alive Classes – second semester is going well
 - e. Coffee & Conversation
 - f. AR Pajama Night
 - g. Spring Pictures
 - h. Principal's Book Club – with Wish by Barbara O'Connor started last week

8. Upcoming Events
 - a. 5th Field Trip – Adventure Landing – March 14
 - b. 3rd Field Trip – Ft. Clinch – March 14
 - c. Spring Break students off March – 17-24
 - d. Top 2 AR Pizza with the Principal
 - e. Report Cards – March 31
 - f. K – Field Trip to ACE Hardware: [March 31](#)
 - g. Book Fair March 31 – April 4: [ewallet only this year, no cash](#)
 - h. Awards April 1
 - i. Coffee & Conversation – April 2
 - j. 4th Field Trip – Kingsley Plantation
 - k. Bingo for Books – April 22
 - l. Half Day for Students – April 23
 - m. Progress Reports – April 23
 - n. Rambler Reveal for 5th Graders at CMS – April 24
 - o. 25-26 Kindergarten Registration – April 28 – May 2
 - p. Bobcat Prowl – May 1
 - q. Coffee & Conversation – May 7
 - r. SAC Meeting – May 8
 - s. 1st Field Trip – St. John's River Cruise
 - t. 2nd Field Trip – Diamond D Ranch
 - u. Senior Walk – May 16
 - v. Safety Patrol to Tallahassee – May 16 – 17
 - w. Awards – May 22
 - x. K-2 Field Day – May 22
 - y. AR Reward Water Day – May 23

9. Testing Schedule

April 3 rd – 4 th & 5 th – Writing	April 17 th – K, 1 st & 2 nd STAR ELA
April 22 nd – K, 1 st & 2 nd STAR Math	May 6 th – 3 rd FAST ELA
May 8 th – 4 th & 5 th FAST ELA	May 15 th – 3 rd , 4 th & 5 th FAST Math
May 14 th – 5 th Science	

Action Items

Administrative Comments

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Treasurer's Report – \$0

Other

Adjourn: L.Davis approved the motion to adjourn the meeting. S.Arowood seconded the motion.
Adjourn at 3:00

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