



## Bryceville Elementary – Agenda September 7, 2023

Attendance: S. Arowood, T. Smith, H. Gardner, A. Hall, J. Davis, E. Sawicki,  
J. Lynn

Call to Order: 2:15pm

Approved the Agenda: S. Arowood approved, A. Hall seconded Motion carried  
Approved the Minutes: A. Hall approved, J. Davis seconded Motion carried

1. Welcome/Introductions and explanation of SAC: T. Smith explained in detail about the SAC.

### **What is a School Advisory Council?**

The School Advisory Council (SAC) is a team of people representing various segments of the community—parents, teachers, students, administrators, support staff, business/ industry people and other interested community members. The purpose of a SAC is to assist in the preparation and evaluation (developing and evaluating) of the results of the school improvement plan. Additionally, SAC receives funds "to be used at the discretion of the School Advisory Committee. A portion of the money should be used for implementing the school improvement plan."

Each school in the State of Florida must have a SAC. By law, each SAC must be composed of the principal and an "appropriately balanced" number of "stakeholders." These individuals must be representative of the ethnic, racial and economic makeup of the community served by the school.

"The whole point of school improvement is data-driven decision making. The process is SUPPOSED to be fairly simple and straight forward: The SAC reviews relevant data (which is much more than test scores), identifies problem areas, develops improvement strategies, monitors their implementation, and then starts the whole process over when the next round of data is available."

2. Voting in new members – Parent, Teacher Memberships, Election of SAC Chair:  
New parents: Daisha Lamontagre, and Josefina Lynn, Approval of new members (parents/volunteers): A. Hall for approval, S. Arowood seconded the motion. E. Sawicki for SAC Chair, Approval for SAC Chair: J. Davis, H. Gardner seconded the motion. T. Smith will need to revamp the SAC form that goes home at the beginning of the year for more clarity (green form).

### 3. New Business:

- Data Results – FAST (3-5 Cambium Test), STAR (K-1 Star Early Literacy, 2-5 Star Reading, K-5 Star Math), Progress Monitoring – PM1: Testing still in progress.
- Discussion of the BES Title One Parent & Family Engagement Plan  
What barriers to participation do you perceive? How can we work around them?  
The school has done different days of the week, to different time frames and have even done a drop by any time events, to supplying food as in pizza, spaghetti, nachos and having food trucks. Communication has been good. It is posted on the School Calendar, Newsletter, Classroom Newsletter, School's Facebook account to the school's website to flyers going home.
- Comprehensive Needs Assessment for Title 1 – student, parent and family engagement, curriculum, and professional development needs. Parents input that the school does a great job involving all non-school aged children in all events host by the school throughout the year. Parents input that they would like

to see “How to do I help” section with online directions added to some events/newsletters/websites. Such as how to get to the classlink (what is offered there) along with standards night.

23-24 Title 1 Budget	65,480.36 (\$1,114.67 must be spent on parental involvement)
	54,652.69 Personnel (1.5 Para, Read Coach, tutoring, retirement, SS, Grp Ins)
	1,600.00 Classroom Libraries (includes Bingo for Books)
	100.00 Postage
	2,936.21 Supplies
	2,624.80 Curriculum Planning (stipends, subs)
	1,127.00 Professional Development (subs, supplies)
	975.00 Site License (IXL ELA, Science & Generation Genius)

Based on Free and Reduced lunches (FTE Weeks), families can redo the lunch forms at any time if a life change occurs. Mrs. Bayliss has picked up the 1.5 para. She works with small groups. Reading Coach is a half time instructional support teacher. She does three hours a day for three different reading small groups centers. The school uses subs throughout the year, but mostly towards the end of the year for Professional Development and or Curriculum Planning. This covers Literacy Committee Walkthroughs, Classroom Learning Walkthroughs, and helping with planning for the county wide Curriculum maps. The school bought a site license for IXL ELA this year. The county picked up the IXL Math this year.

- School Improvement Plan – 23-24 plan in progress: [Will email out](#)
- Survey Results from end of last year (55 responses) **Bold = lowest areas of focus**
  - What your child is learning about? 94.34% (50) Y, 1.89% (1) N, 3.77% (2) IDK
  - Have you received info on how you can work with your child's teacher to better help your child succeed? 88.86% (47) Y, 5.66% (3) N, 5.66% (3) IDK
  - **Hosted meeting, events, trainings to help you support your child in school. 81.13% (43) Y, 7.55% (4) N, 11.32% (6) IDK** [We did host a standard night at the beginning of the year.](#)
  - Have you received materials that enable you to help your child perform better in school? 83.02% (44) Y, 11.32% (6) N, 5.66% (3) IDK
  - **At the end of last school year, did you receive info on whether your child would move to the next grade or be retained? 75.47% (40) Y, 15.09% (8) N, 9.43% (5) IDK**
  - Have you received information on how to monitor your child's progress? 94.12% (48) Y, 5.88% (3) N
  - **Have you received information from your child's school about the B.E.S.T. Standards? 66.67% (34) Y, 13.73% (7) N, 19.61% (10) IDK** [We did host a standard night at the beginning of the year.](#)
  - Have you received information from your child's school about F.A.S.T. testing? 84.31% (43) Y, 3.92% (2) N, 11.76% (6) IDK
  - Do you feel that teachers, principals, and other school staff are willing to communicate with you? 95.92% (47) Y, 2.04% (1) N, 2.04% (1) IDK
  - Do you feel that your child's school values your suggestions for your child's learning? 84% (42) Y, 2% (1), 14% (7) IDK
  - Do you feel respected by and welcomed at your child's school? 94% (47) Y, 4% (2) N, 2% (1) IDK
  - Were you given information on how to contact your child's teacher? 98% (49) Y, 2% (1) IDK
  - If you requested materials/activities, did you receive them? 41.18% (21) Y, 1.96% (1) N, 1.96% (1) IDK
  - **Given the Title 1 Handbook 80.39% (41) Y, 7.84% (4) N, 11.76% (6) IDK** [This information is on every school wide newsletter and every school wide calendar, school website and our social media site every month.](#)

- **Has your school informed you that a digital copy of the PFEP and Title 1 Handbook are available on the school website? 68%(34) Y, 12%(6) N, 20%(10) IDK This information is on every school wide newsletter and every school wide calendar, school website and our social media site every month.**
- **Has your child's school informed you that you can become a member of the school advisory council (SAC)? 74%(37) Y, 12%(6) N, 14%(7) IDK This information is on every school wide newsletter and every school wide calendar, school website and our social media site every month.**
- Would like to know more about...
  - State standards & testing 50% (11)
  - How to work with child at home 54.55% (12)
  - How to get involved 27.27% (6)
  - Obtain resources for parents 40.91% (9)

#### 4. Other Business

##### a. School Communication

- i. Weekly classroom newsletters
- ii. Monthly school calendar and newsletter
- iii. Remind app (used just for reminders of events, not for conferencing)
- iv. School Website: [www.nassau.k12.fl.us](http://www.nassau.k12.fl.us) & select Bryceville from school list
- v. Facebook

##### b. Events – Standards & AR Night will be rescheduled, Volunteer Orientation (a nice turn out)

##### c. Upcoming events

- i. Open House 9-19 • 5-7pm Food Truck will be on-site (it's a pop in any time from 5-7pm)
- ii. ½ day 9-20 11am dismissal
- iii. Arts Alive sponsored afterschool art class for 2<sup>nd</sup> & 3<sup>rd</sup> graders begins 9-12  
Arts Alive sponsored afterschool chorus class for 3<sup>rd</sup>, 4<sup>th</sup> & 5<sup>th</sup> graders 9-12
- iv. Fun Run T-shirt order due 9-11
- v. Fun Run Pledging Begins 10-27
- vi. Red Ribbon Week 10-25 – 10-31 (Book Character parade)– split week
- vii. Standards Night/AR Night 11-6 5-7pm
- viii. Family Fun Run 11-9
- ix. No School 11-10

#### 5. Library Advisory Council

##### a. New books approval

- b. Beanstack: Very simple just time consuming. Volunteers are helping. They are going to each and every classroom to enter all books into the a system called Beanstack. This allows everyone to see what books are on each school campus and where to find the book located in a classroom, resource room, library etc. Every book must be scanned in. A member asked if the system allowed teachers to have students check out books for the classroom library-as in does it track books checked out and in for the teachers.

6. Administrative Comments: \$4k was spent last year to update the current library age of books. On average, the age of our library books are 27 years old, with the purchased of the new books (like Who Was..., Where IS/Was..., What Was series) the age jumped to 21 years old. Communication has been the biggest concern, as a school we are doing much better. Get dates for the next SAC meeting to the members.
7. Treasurer's Report - \$633.35 as of 9-1-23
8. Adjourn: H. Gardner motioned to adjourn, S. Arowood seconded the motion

Our mission at Bryceville Elementary School is to provide an environment where each student will aspire to be a lifelong learner and responsible citizen.