

**Dr. Carrie D. Robinson Littleton Elementary**

**SAC Meeting Minutes**

**August 16, 2017**

- I. Call to Order Mandi Fitzgerald  
Meeting was called to order at 5:03 pm.

**Attendees**

Jenna Andle	Chad Michaels
Monica Broughton	Tina Pavy
Lorie Carlsen	Lori Ramey
Mandy Fitzgerald	Catalina Torres
Jenna Giampi	Gina Valdez
Elizabeth Guth	Anthony Williams
Kira Jarvis	

- II. **Approval of Minutes** **Mandi Fitzgerald**

*Minutes were reviewed for informational purposes.*

Mrs. Broughton gave a brief overview of what the School Advisory Council (SAC) is and what their responsibilities are. SAC is made up of administrators, teachers, support staff, parents, community members, and business partners. The purpose of the SAC is to assist in the preparation and evaluation of academic goals as they pertain to the school improvement plan (SIP) and to assist the principal with the expenditures of school improvement funds, if funding is available. SAC approves and votes on the plan after teachers and administrators work on and set our school goals. Mrs. Broughton spoke of the need for our school to also have a District DAC representative. We will need to have a representative and an alternate. Every school must be represented at the meetings (attendance is monitored) and this person will report back to SAC the happenings at the DAC meeting.

SAC meets once per quarter, however, we will need to meet twice in the month of August to review and approve the Robinson Littleton Elementary (RLE) SIP. All are welcome to attend SAC meetings but only members have voting rights. We had sign-up sheets available at open house for parents to sign if interested. All schools are required to write and complete a SIP. In the past this plan was approved by the school, the school district, and then submitted to the state. This year our plan does not need to be submitted to the state. Staff and administrators will be working on our school strategies and goals. The plan will be shared at the next meeting. SAC will need to approve the plan when completed. Our next meeting will be August 30, 2017 at 5:00 p.m.

**III. Review of FSA Results and SIP Goals**

**Mrs. Broughton**

FSA Stands for Florida Standard Assessment and is administered to grades 3-5. Our SIP is based on state assessments. These are actual results.

### School Grade Breakdown

	ELA Prof. %	ELA Gains %	Bottom 25% ELA	Math Prof. %	Math Gains %	Bottom 25% Math	Science Prof. %	Total Points	Final Grade
FY16	40	43	28	44	48	30	36	269	D
FY17	46	51	46	50	59	54	46	352	C
SIP Goals	46	55	48	50	60	50	50	359	C
SDLC	54	52	42	55	53	43	52	623	B

- a.) There was growth in all categories when reviewing FY16 results to FY17.
- b.) SIP goals were met in ELA proficiency, Math proficiency, and Math learning gains of those in the bottom 25%.
- c.) We achieved our overall goal which was to improve our school grade by at least one letter grade.

**STAR-ELA**

### STAR - ELA

Grd	L3-5% BL	L3-5% Q1	L3-5% Q2	L3-5% Q3	L3-5% Q4	L3-5% Q4 Change
KG	28	59	67	55	58	30
1st	56	84	58	60	66	10
2nd	34	41	58	51	51	17
3rd	35	41	45	48	40	5
4th	42	45	48	45	43	1
5th	35	44	46	43	45	10

- a.) This is a progress monitoring tool used in grades K-5.

- b.) This report shows our scores and the changes from our baseline which is administered the first few weeks of school compared to quarter 4.
- c.) Star Early Literacy in K and 1st: Teachers read questions and possible answers to the student.
- d.) 1<sup>st</sup> graders take STAR 2<sup>nd</sup> quarter and the students read the assessment themselves.

**STAR-MATH**

	L3-5% BL	L3-5% Q1	L3-5% Q2	L3-5% Q3	L3-5% Q4	L3-5% Q4 Change
1st	71	71	80	70	62	-9
2nd	31	50	55	56	55	24
3rd	47	58	53	46	51	4
4th	48	70	67	66	53	5
5th	45	63	62	57	56	11

a.) We reviewed the above table looking at trends; being able to maintain scores above 60% is very good.

Our Critical Success Factor was to increase our school grade by at least one letter grade. We are now 23 points (375) away from a B or two percentage points (54%) from a B.

We have a common purpose: to increase student achievement and to improve instruction.

“Yet” is this year’s school wide theme. Has anyone heard about “The Power of Yet?” For example if a student says, “I don’t know how to do this?” The teacher will add the word “yet” to the end of the sentence: I don’t know how to do this yet. We have not met our ultimate goal yet, but we will in due time. Yet gives us hope, drive, and keeps us pushing forward and pressing onward. We will continue to strive higher.

Mr. Williams asked “How far is our school away from a grade of an “A”? Mrs. Broughton responded, we need 434 points for an A, so that would be 82 points needed.

**IV. Good of the Order and Upcoming Events:**

Please correct agenda dates to show “8” for August and not “9” for September

- a. 8/17 – 1<sup>st</sup> grade parent night at 6 pm
- b. 8/22 - 5<sup>th</sup> grade parent night at 6 pm
- c. 8/23 – 4<sup>th</sup> grade parent night at 6 pm
- d. 8/24 – 2<sup>nd</sup> grade parent night at 6 pm
- e. 8/30 – School Advisory Council Meeting

Mrs. Broughton is currently working on the FY18 SAC membership list. Anyone can attend SAC meetings, but those on the membership list have voting rights. Everyone can have input on our school. Our FY17 voting members will vote on the FY18 membership list. She also gave a brief description of the positions:

- a.) SAC Chair facilitates SAC meetings
- b.) SAC Secretary takes minutes for us to review
- c.) DAC Representative attends the district meetings and reports back to SAC; we need to be represented

V. Adjourn

Meeting was adjourned at 5:32 p.m.