

## School Advisory Council (SAC) Minutes

### Keene's Crossing Elementary

### School Advisory Council (SAC) Meeting Minutes

**November 13, 2023 at 5pm Keene's Crossing Elementary Media Center**

#### Attendance:

#### Call to Order:

A meeting of the **Keene's Crossing Elementary** School Advisory Council was held in the **Media Center** on **November 13, 2023**. Chair **Jamie Swick** called the meeting to order at **5:02pm**. **Ashley Sabat** will record minutes for this meeting.

#### Approval of Previous Minutes:

Samantha Oddo motions to approve the minutes of October 9, 2023 with the following corrections: Add Allyson Billie to attendance. Qinghua Good seconds. Motion passes.

#### Principal's Report (Announcements):

Dr. Webley, Principal

- **BOY (Beginning of Year) Data**  
Dr. Webley met with the Principal Leader to discuss beginning of the year data. Our overall data looks good and teachers will continue to work on the trailing standards to improve student performance.
- **Car Loop**  
Thanks to our Boosterthon fundraiser, we were able to fix the microphone and speaker to help with car line. We also are working with civil engineers to help keep traffic off the streets of Summerport. We have started to double line the car loop and parents are encouraged to only arrive within 15 minutes of school dismissal to alleviate traffic backing up onto the neighborhood roads.

#### Noteworthy Dates:

Middle of Year Testing - December  
November 15th - Teach-In  
November 20 to 24 - Thanksgiving Break  
December - Grade Level Spelling Bee  
December 22 - End of 2nd Marking Period  
December 25th to January 5 - Winter Break

January 8th - Students No School, Teacher Work Day

### **Budget Updates –**

- **Fund 145 (School Improvement Fund) - \$176.85**

When the Florida Department of Education receives more funds from the Legislature than those needed to award School Recognition Funds, they provide the School Advisory Council with additional funding for use as needed to support the goals of the School Improvement Plan.

- **Fund 211 (School Recognition Fund) - \$891.47**

School recognition awards must be used for the following:

- (a) Nonrecurring bonuses to the faculty and staff;
- (b) Nonrecurring expenditures for educational equipment or materials to assist in maintaining and improving student performance; or
- (c) Temporary personnel for the school to assist in maintaining and improving student performance. Notwithstanding statutory provisions to the contrary, incentive awards are not subject to collective bargaining.

- **Teacher Classroom Supply - \$1735.00**

- The monetary amounts display the amounts rolled over from last year. A proposal has been made to use the money in these accounts (\$2803.32) to restock the sensory room.
- Unanimously voted for money to be used for the sensory room.

### **School Improvement Plan (Goal Updates):**

- *No content to be shared*

### **Old Business:**

- SAC membership inputted by Principal - meet requirements
- Electronic Election of Council Members (with adjustment)
- SAC Bylaws - Updated and will vote in New Business
- SAC Website for Public Viewing of Minutes, Agenda, Bylaws

### **New Business:**

- Vote on amendment to SAC Bylaws 2023-24 (language/wording from the district) Unanimously voted to pass SAC Bylaws with changes and new

Amendment. there is required a 2/3 vote for amendment changes to bylaws, which we did meet, we had 86% vote present.

- o Unanimously voted to remove extra duplicate member, Emily Tornatre
- o Because teachers share the responsibility of attending SAC meetings, two teachers spots will not be labeled with a name but rather will remain open for the teachers in attendance at the meetings, however they would need to be voted in if they wish to become voting members.
- o Official Vote of Council voting members takes place, unanimously voted in council body. Teachers voted for Teachers unanimously, Parents unanimously voted for Parents, Classified/Staff voted unanimously for Classified/Staff.
- o Electronic Vote will also go out to reflect and keep on hand for public viewing.
- o Dr. Webley acknowledged the Business Community Representative, Mrs. Lundell
- Media Center Collection Development Plan - Mrs. Drone
  - o Mrs. Drone shared her library report required by the state which breaks down the "age" of our collection as well as other factors such as representation, genres, etc.
  - o Mrs. Drone also shared her plans to update our library through the purchase of new books and the weeding out of older books.
  - o Mrs. Drone shared the list of books that have already been purchased however are waiting for feedback from stakeholders via QR Code shared, before dispensing into the library.

#### **Open Agenda (Public comments):**

- o No agenda items submitted before meeting

#### **Next Meeting Date, Time, and Location:**

The next meeting will be held on December 11, 2023 at 5pm in the Keene's Crossing Elementary Media Center.

#### **Meeting Adjournment:**

Motion: **Jennifer Drone** motioned to adjourn the meeting at **6:03pm**. **Christy Barrientes** seconded. Motion carried unanimously.

**Submitted by,**

**Ashley Sabat**

**SAC Secretary**

**Approval date:** <<Date of Approval>>

*The school district is required to maintain copies of all SAC bylaws ([Fla. Stat. 1001.452\(1\)\(d\), 2023](#)). The district has established a [SAC Files Application](#) for school administrators to upload approved SAC minutes and bylaws, as well as accessing prior year approved SAC minutes and bylaws.*

*According to [Florida State Statute 1001.452 \(2\)](#), SAC members shall:*

- 1. Perform functions prescribed by regulations of the district school board, however; no advisory council shall have any of the powers and duties now reserved by law to the district school board*
- 2. Assist in the preparation and evaluation of the school improvement plan*
- 3. Assist in the preparation of school's annual budget and plan*
- 4. A portion of funds provided in the annual General Appropriations Act for use by school advisory councils must be used for implementing the school improvement plan. (If funds are available from the Florida Department of Education)*