



Bryceville Elementary – Minutes

May 8, 2025

Attendance: Joey Rountree, Tammy Smith, Sandra Arowood, Elizabeth Sawicki,
Latashia Davis, Julie Davis

Call to Order: 2:15

Approval of the Agenda: motion to approve agenda-Latashia Davis, seconded the motion-Joey Rountree

Approval of the Minutes: motion to approve the minutes Sandra Arowood, seconded the motion-Julie Davis

Presentations/Discussions:

1. District parent and Family Engagement Plan: a copy of the District PFEP was shared with parents.
 - a. Review of current plan: Parents went over the highs and lows of the PFEP. Parents were very pleased with the percentages. One suggestion was to use a QR Code to help circulate the plan among families.
 - b. Approval of plan: Members approved the plan. Members liked the verbiage being used.
2. Title 1 Budget: Looking at Mid-Year to Mid-Year data
 - a. Comprehensive Needs Assessment: Last year we were approved to have 1 ½ paraprofessional, this year we were approved for ½ paraprofessional-at the moment this is on hold.
 - i. Feedback on needs: Resources like IXL ELA, Science, Math, Generation Genius has a huge impact on students so we would like to keep these.
 - b. Parent Involvement Funds: This is set by the state. The school uses this for materials for events and a little portion is given for food. Last year \$1200 was spent on food. Food is provided at most after school parent involvement events
 - i. Needs or changes to how these funds were spent? Parents had no input for needs or changes. Members agreed the school is doing it's best to support the staff, parents, students and community through Professional Development and Curriculum Development. Mrs. Wilson will be taking over the tutoring program so a stipend will be provided to her. After school teacher tutoring will be a stipend.
 - c. Committee Input: Parents input was to keep the food. That is a big hitter among the community for events.

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3. School Budget: A huge chunk of the budget is set aside for the copier machine. Monies are used for supplies (classroom, school, PE, Library, teacher supply closet).
 - a. Instructional
 - b. Operations
 - c. State Allocations – Restricted
4. Survey of the Extent of Implementation and Effectiveness of the SIP: This survey is for determining the extent of implementation and effectiveness of the school's improvement plan. Teachers' input is used to inform the school with their valuable feedback that can assist them in strengthening the effectiveness of the school improvement plan. A point scale is used from 1 to 5 to indicate answers to questions. The school average was taken from the survey. Questions range from "To what extent are you aware of the goals for the school's improvement plan", to "To what extent are you aware of the action plans that depend on your support and active involvement in implementing the strategies to improve student learning". School average for all areas was to a greater extent.
5. Professional Development Evaluation:
 - a. Survey sent to staff for feedback: Staff voiced a concern to have more PD's on strategies to help with emotional/socially behavior students, students with trauma and students with disabilities through CARDS/FIDLERS. Staff members also voiced a concern to have more PD's on the effectiveness of the writing process. Teachers liked the Mission Mondays but would like to see one topic being discussed in-depth over the course of a few months instead of topic being discussed once for the year.
6. Allocations for next year
 - a. Hired Kindergarten and 4th Grade ELA teachers: Welcome Mrs. Kennedy and Mrs. Truckenbrod
 - b. Waiting for district to release non-instructional vacancies for posting
 - c. Waiting for state to release Title 1 budget for 25-26 year.
7. BES events recap
 - 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
 - g. Book Fair March 31 – April 4
 - h. Awards April 1
 - i. Coffee & Conversation – April 2
 - j. 4th Field Trip – Kingsley Plantation
 - k. Bingo for Books – April 22: over \$1K spent on books

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- 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: [so far 21 students have shown up](#)
- q. Coffee & Conversation – May 7

8. Upcoming Events

- a. 1st Field Trip – St. John's River Cruise – May 9
- b. Music Club Performance – May 13: [John Wilson with Coach Carr](#)
- c. Mrs. Davis & Mrs. Thompson's Retirement Party – May 14
- d. 2nd Field Trip – Diamond D Ranch - May 16
- e. Senior Walk – May 16
- f. Safety Patrol to Tallahassee – May 16 – 17
- g. Kindergarten Awards – May 19
- h. Awards 1 & 2 – May 21
- i. K-2 Field Day – May 22
- j. Awards 3rd, 4th & 5th – May 22
- k. AR Reward Water Day – May 23 ([end points on May 22](#))

9. Testing Schedule

May 8th – 4th & 5th FAST ELA, 3rd STAR ELA

May 9th – 3rd, 4th & 5th FAST Math May 14th – 5th Science

May 15th – 5th STAR Math

Action Items

Administrative Comments

Treasurer's Report – \$204.35 – This is with the 3rd grade game truck incumbered

Other

Adjourn: 3:00 Motion to adjourn meeting-Latashia Davis, seconded the motion J. Rountree

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