



## Bryceville Elementary – Minutes September 12, 2024

Attendance: Heather Gardner, Tammy Smith, Latashia Davis, Sanda Arowood, Elizabeth Sawicki,  
Joey Rountree, Sheila Hand,  
Absent: Angie Hall

Call to Order: 2:10

Approval of the Agenda: Latashia Davis to approve the motion, Heather Gardner seconded the motion

Approval of the Minutes: Heather Gardner to approve the motion, Sandra Arowood seconded the motion

### 1. Welcome/Introductions and explanation of 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:

Approval of the members to vote in (Sheila Hand, Josefina Lynn, Joanna Shelnut) Heather Gardner to approve the motion, Sandra Arowood seconded the motion

Approval of Election of SAC Chair Elizabeth Sawicki: Latashia Davis approved the motion, Heather Gardner seconded the motion

### 3. New Business:

- Data Results – FAST, STAR, iReady Progress Monitoring – PM1: [Finishing up](#)
- Discussion of the BES Title One Parent & Family Engagement Plan: [a copy of the plan was shared with everyone to look over and discussed. Title One Meeting will be held during our Open House at the end of September.](#)  
What barriers to participation do you perceive? How can we work around them?  
[We are finding that families are busy throughout the week with their own family schedule\(s\) like t-ball, baseball etc. The school provides food and/or asks around for food trucks at events to help take the burden off of parents, Open House/Title One Meeting will host an array of food trucks this year. We also offer a "Drop by any time" events/meetings to help parents such as Meet and Greet the Teacher, Open House, Coffee and Conversation, Science Night, AR Nights, etc. Joey Rountree mentioned that he works with a church that would like to help students in need out](#)

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

- Comprehensive Needs Assessment for Title 1 – student, parent and family engagement, curriculum, and professional development needs. *Most of the money goes to 1 ½ Paras, Tutoring, Teacher Tutoring in the spring. Subs are provided for Professional Development, IXL Math, Science and ELA are provided for teachers, iReady Toolbox for ELA was also purchased this year and parental improvement materials with purchased.*

24-25 Title 1 Budget	73,005.06 (\$1,422.28 must be spent on parental involvement)
	54,598.99 Personnel (1.5 Para, Read Coach, tutoring, retirement, SS, Grp Ins)
	1,350.00 Classroom Libraries (includes Bingo for Books)
	100.00 Postage
	1,322.28 Supplies
	3,775.00 Curriculum Planning (stipends, subs)
	3,775.00 Professional Development (subs, supplies)
	6730.00 Site License (IXL ELA, Science, iReady Teacher Toolbox ELA, Heidi Songs & Generation Genius)

- School Improvement Plan – 24-25 plan in progress: *Will be completed and emailed to members by the next SAC Meeting. Goals will be ELA Scores, and Attendance*

- Survey Results from end of last year (54 responses)

- What you child is learning about? 98.00% (49) Y, 2.00% (1) N
- Have you received info on how you can work with your child's teacher to better help your child succeed? 88.00% (44) Y, 12.00% (6) N
- Hosted meeting, events, trainings to help you support your child in school. 88.00% (40) Y, 8.00% (4) N, 12.00% (6) IDK
- **If yes to question above, are meetings, events and trainings offered on different days & times? 62.50% (30) Y, 12.50% (6) N, 25% (12) IDK: *Lowest, would like to break this down to find out why***
- Have you received materials that enable you to help your child perform better in school? 82.00% (41) Y, 10.00% (5) N, 8.00% (4) IDK
- Are you familiar with the FOCUS portal? 92.00% (46) Y, 6.00% (3) N, 2.00% (1) IDK
- **Have you received information on how to monitor your child's progress? 73.47% (36) Y, 12.24% (6) N, 14.29(7) IDK: *This type of information goes home weekly with classroom newsletters and monthly with school newsletters. FOCUS is promoted at the beginning of the at Meet and Greet. Remind messages are pushed out to let parents know when report cards are ready for viewing. Teachers hold parent conferences when needed.***
- Have you received information from your child's school about the B.E.S.T. Standards & testing? 80.85% (38) Y, 19.15% (9) N
- Do you feel that teachers, principals, and other school staff are willing to communicate with you? 85.71%(42) Y, 8.16%(4) N, 6.12%(3) 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

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

- Do you feel respected by and welcomed at your child's school?  
93.88%(46) Y, 6.12%(3) N, 0%(0) IDK
- Were you given information on how to contact your child's teacher?  
97.96%(48) Y, 2.04%(1) N
- If you sent in a note/called/emailed did you get a response?  
91.67% (44) Y, 4.17% (2)N, 2.08% (1) IDK, 2.08% (1) NA
- **If you requested materials/activities, did you receive them?**  
**48.89% (22) Y, 6.67% (3) N, 0% (0) IDK, 44.44% (20) NA:** [another area that needs to be looked at](#)
- Given the Title 1 Handbook 76.60% (36) Y, 8.51% (4) N, 14.89% (7) IDK
- Did you attend Meet the Teacher, Open House where PFEP and Title 1 were discussed?  
80.43% (37) Y, 15.22% (7) N, 4.35% (2) IDK
- **Has your school informed you that a digital copy of the PFEP and Title 1 Handbook are available on the school website? 69.57% (32) Y, 13.04% (6) N, 17.39% (8) IDK:** [This information is located on the schools newsletter every month and on the schools monthly calendar along with the school's website](#)
- Has your child's school informed you that you can become a member of the school advisory council (SAC)? 78.26% (36) Y, 15.22% (7) N, 6.52% (3) IDK
- Would like to know more about... State standards & testing 36% (9)  
How to work with child at home 40% (10)  
Obtain resources for parents 36% (9)

#### 4. Other Business

##### a. School Communication

- i. Weekly classroom newsletters-[done by teachers/grade band](#)
- ii. Monthly school calendar and newsletter: [done by principal](#)
- iii. Remind app: [responsible by teachers](#)
- iv. School Website: [www.nassau.k12.fl.us](http://www.nassau.k12.fl.us) & select Bryceville from school list
- v. Facebook: [there's a team that maintains this](#)

##### b. Events – AR Night: [well attended](#), Volunteer Orientation: [went very well](#), Coffee & Conversation: [coming along nicely-well attended this year](#)

##### c. Upcoming events: [add on Oct. 11 for Leadership Program from Chick-fl-A Reading Buddies](#)

- i. ½ day 9-18 11am dismissal
- ii. Open House 9-24 ● 5-7pm Food Truck will be on-site
- iii. Arts Alive sponsored afterschool art class for 2<sup>nd</sup> graders begins 9-26
- iv. Coffee & Conversation first Wednesday of every month  
10/2, 11/6, 12/4, 1/8, 2/5, 3/5, 4/2, 5/7
- v. Science Night 10-3
- vi. Fun Run T-shirt orders due 10-11
- vii. Fun Run Pledging Begins 10-28
- viii. Red Ribbon Week 10-28 – 11/1 Costume parade 10/31 8am

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

- ix. AR Night 11-14 5-7pm
  - x. No School 11-11
  - xi. Family Fun Run 11-15
  - xii. Good News Club: 36 students signed up, will host one in the spring as well
5. Library Advisory Council
- a. New books approval
6. Administrative Comments:
- a. Teacher of the Year
  - b. Support Staff Non instructional
  - c. Grace's House (used clothing, giving back to the community), BES was gifted a check
7. Treasurer's Report - \$633.35 as of 9-5-24
8. Adjourn: @ 2:55 Joey Rountree approved the motion to adjourn, Latashia Davis seconded the motion