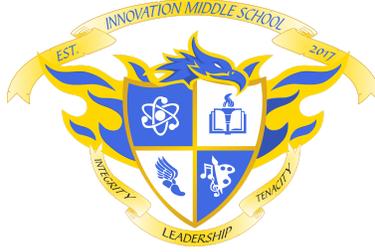


**Innovation Middle School
School Advisory Council (SAC) Meeting Minutes
March 13, 2018 6-7pm Media Center**



Attendance:

Jacquelyn Baker
Pamela Guyton
Jenny Abbott
Yahaira Cruz
Erika Remley
Jesse Cohen
Stacey Brown

Call to Order:

A meeting of the Innovation Middle School School Advisory Council was held in the Media Center on March 13, 2018. Chair Stacey Brown called the meeting to order at 6:12pm. Jacquelyn Baker will record the minutes for this meeting.

Approval of Previous Minutes:

Motion to approve changes to type see sign in sheet and pass the minutes - Erika Remley and second by Larissa Abbott

Principal's Report :

The Principal would like to discuss the distribution of "A" school money. The FAC come up with options that are presented to the faculty. The SAC makes the decision as a way of checks and balances. The FAC would like to put the distribution options now. The teachers will vote on distribution of dollars now and it can be ready for recommendation to SAC to present at the beginning of the year. If SAC does not approve of the distribution they can send the recommendation back to the FAC. If not approved by February 1st the decision will be removed from the school and it will default instructional teachers only. Part of the dollars can be given to SAC for money to support instruction, teacher grants, and different initiatives within the school. The majority of the monetary function of SAC will come from this money. This way the decision can be made by the people that have put in the hard work to earn the school grade. Additionally, SAC receives money from the Florida Lottery.

We are getting ready to collect digital devices. We want to make sure students get information in regards to how to be prepared to turn in the device. The plan is to return the laptop students used in the year prior. We are collecting them to reimaging and update computers. The computers that the eighth graders are using will be cycled down to the incoming 6th graders. We are also looking at increasing our efficiency for next year for device distribution. The plan is to have the information ready to send out in June of when distribution will occur.

Old Business:

- Nomination of Secretary - tabled until next meeting
- Mid-year SIP Review - we have our two goals (see attached). There is evidence of research-based strategies are implemented in ELA and Social Studies. Students are utilizing the CER writing strategy. The barriers have been reduced through professional development. Additional support with Instructional Coaches pushing in to support both teachers and students in applying research-based writing strategies. In regards to the second goal of DPLC, we continue to attend trainings on the implementation of the Close Reading strategy. Dr. Maestre reviewed the Close Reading strategy with SAC. As we attend trainings we return and train the faculty that did not attend (train the

trainer). We are not at 100% implementation but we are working towards this goal. On our DPLC team we have each content area and instructional coaches as members. The implementation of this strategy has assisted us in aligning the standard to the learning task. This will assist students when it comes to FSA because students will be well practiced at reading with intent.

New Business:

- Upcoming Assessments - a letter was provided that outlined the assessments that will be given starting in April along with resources that can be accessed. There needs to be a targeted message for parents regarding review for eighth grade science. Depending on the subject area or teacher the timeline for finishing the entire curriculum depends on the content area. Once the teacher completes their curriculum they will begin step up lessons to prepare students for next year. The CFE block schedule will be posted in several places so students are aware of when their test will be.
- School Security - question posed what is the district doing in terms of security? When we become aware of threats we go through the protocol as set forth by the school district. We did have a threat that occurred here through Snapchat. It went viral in about an hour. As soon as the information came to the administrators we worked diligently with OPD and OCPS. By 10am the next day the student was identified. Keeping in mind with all of what happened we worked through the proper channels to quickly address any threats. We have had multiple visits from OPD to make recommendations to ensure that we are maintaining safety and security. The most important message that we are imposing to students is if you see something, say something. As a school and school district we investigate every threat. As soon as there is information to share it is shared. We cannot share until OCPS Media Relations approves the message. That message must come from the county to ensure the message is consistent across the district. We want to make sure the message is clear and concise. Question posed by parent - from a timely perspective..are you waiting for the PR team to send a message to parents? Dr. Maestre stated that the message will not go out from the District until they have all of the information. If it were a real credible threat then the message and time would have been handled different. Since that time we have conducted a drill so that students could know exactly what to do. We were able to lockdown the building in 43 seconds. The students handled the drill very well and the teachers completed the Active Assailant on Canvas.

Open Agenda (Non-SAC Members):

Meeting Adjournment:

Motion: Pamela Guyton motioned to adjourn the meeting at 7pm.Motion carried unanimously.

Next Meeting Date, Time, and Location: April 10, 2018 6-7pm Media Center

Submitted by: Jacquelyn Baker

Approval date: April 10,2018

The process for submitting all SAC agendas, sign-in sheets, minutes, and bylaws can be found at <http://ims.ocps.net/RAG/SPP/Pages/SIP.aspx>.

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

1. Perform functions prescribed by regulations of the district school board, but not have any powers and duties reserved by law to the school board

2. Assist in the preparation, implementation, and evaluation of the school improvement plan
3. Assist principal in preparation of school's annual budget and plan
4. Identify the appropriate use of school improvement dollars for implementing the approved school improvement plan, if funds are available from the Florida Department of Education