

**Innovation Middle School
School Advisory Council (SAC) Meeting Minutes
October 9, 2018 6-7pm Media Center**



Attendance: see sign in sheet

Call to Order:

A meeting of the Innovation Middle School Advisory Council was held in the media center on October 9, 2018. Chair Jamie Wood called the meeting to order at 6:11pm. Jamie Wood will record minutes for this meeting.

Approval of Previous Minutes: September's minutes were approved as presented.

Principal's Report (Announcements/HR & Budget Updates):

Following up with last month's discussion concerning the Connect Ed weekly message. Can we do it in Spanish? This has been included for Spanish speaking families. We are still going through and updating the system as the emergency forms are being submitted.

Pittman is taking on the project of creating a school newsletter. They met last week. We thought it would be great to hand this over to students. The school newsletter will be on the school website and Facebook.

Dr. Edinger, 6th grade ELA teacher, has resigned. Mrs. Mello, along with a substitute is supporting where needed until a new teacher is hired.

The hiring freeze has lifted. We are able to purchase another PE teacher position. This will effect 6-7th grade students. We are currently going through the hiring process. There will be a split of the rosters. This will allow the classes to go down to 30 students.

Another ESOL paraprofessional was added to the team. This makes a total of 2 ESOL para's to support our ELL students.

Old Business:

Question: Did all parents sign up for the parent observer account? Mrs. Baker explained the process and that the student accounts generate the pairing code. This information did go home during the device distribution before the 1st day of school.

Question: Can we see the number of parents that have created the observer account? Mrs. Baker can reach out to the district to see if they can pull that data to see the percentage of parents that have done so.

Committee was reminded that parents are able to set up alerts under Progress Book. There are no alerts in Canvas. Parent concern that it is still taking teachers 2-3 weeks to enter grades into the system. The missing assignments do not necessary mean the work is missing. It may be because the teacher has not input the grades.

New Business:

FREE Day: Based on a teacher focus group over the summer, FREE Day was created to reward students that have no missing assignments. Students were provided a google form to choose their top 5 activities. If a student had missing assignment or a failing grade, tutoring was provided in core academics. Students are motivated and excited for the next FREE day. We are still getting teacher feedback and adjustments can be made to improve the next FREE Day. It needs to be an impactful day for the students. It is offered twice a quarter. This is a day for kids to truly focus on their missing assignments and/or tutoring for failing grades. Administration did hear positive things about the day.

Question. How does my husband get the Connect Ed messages in addition to myself? Is there another way to add a second number? This would need to go through the registrar. It is a pre-populated list from the county. Moving forward what do we do? Dr. Maestre will reach out to the district to find an answer.

Review and voting on SAC bylaws. Motion to approve by Mrs. Pierre. Seconded by all present.

Question from last week. What is the quorum for our SAC committee? The committee agreed that the members of last month (September) plus this month (October) will make up the voting committee. The North Shore recreation representative said she would be available to attend our meetings.

Mrs. Lucas motioned to approve the agreed upon quorum for SAC. Seconded by Mrs. Abbott. All agreed.

Open Agenda (Non-SAC Members):

Parent has a daughter that plays for Lake Nona sports and noticed the outside the gym (behind) has no lights/strobing light. A work order has been placed.

Meeting Adjournment:

Motion: Mrs. Pantano motioned to adjourn the meeting at 7:03pm. Motion carried unanimously.

Next Meeting Date, Time, and Location: November 13, 2018, 6:00pm in the Media Center

Submitted by: Erika Remley

Approval date: November 13, 2018