



Phillis Wheatley Elementary School Advisory Council (SAC) Meeting Minutes



September 6, 2018

Attendance:

Name	Position	Present
Latricia Pinder	Principal	Yes
Wendy Wolfe	Assistant Principal, SAC Secretary	Yes
Veronica Rogers	SAC Chairperson	Yes
Shasha Joseph	Vice Chairperson	Yes
Antonia Hayes-Williams	PTA Parent	Yes
Angelique Perez	Parent	Yes
Janice Thompson	Parent	Yes
Todd Lamphire	Business/Community Member	Yes
Emonica Williams	Teacher	No
Andrea Garner	Classified Staff	Yes
Bobby Scott	Community Member	Yes
Dixie Fair	Community Member	Yes
Ethel Tarver	Parent	Yes
Nicole Monts De Oscar	Parent	Yes

Call to Order:

Meeting was called to order at 3:35 PM by Wendy Wolfe

Approval of Previous Minutes:

The minutes of the previous meeting were available on the table. Bobby Scott motioned to approve the minutes as printed. Mrs. Rogers seconded. The motion was approved.

Overview of SAC

Mrs. Wolfe provided an overview of SAC and the responsibilities of the SAC members.

Nominations of SAC Officers

Chairperson: Veronica Rogers
Co-Chairperson: Shasha Joseph
Secretary: Wendy Wolfe

The nominated members accepted their positions. Recommendation to accept officers as nominated by Andrea Garner. Seconded by Antonia Hayes-Williams. Motion was approved.

SAC By-Laws/Revisions

A draft version of the by-laws were provided to those present. Mrs. Wolfe reviewed the by-laws with emphasis on the responsibilities of the members and the requirements for a meeting.

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

2018-2019 Goals for School Grade – Mrs. Wolfe reviewed trend data for the last 4 years of the school as a framework for setting the focus for the year. We will be focusing on literacy as a school as well as narrowing the gap for our ELL and ESE students.

School Improvement Plan Goals:

- SIP Goal #1 – Increasing Student Proficiency with a focus of Standards-based instruction and Literacy strategies (DPLC)
- SIP Goal#2 - Improve teacher and student engagement through building a culture of high expectations for behavior and academics

SIP Goal#3 - Culturally Responsive Plan to improve adult proactive actions that supports all students' academic success.

Old Business:

None at this time

New Business:

The refrigerator in the teachers' lounge is broken. We can purchase a new one with SAC approval for the use of the funds. A recommendation was made to seek donation of refrigerator before purchasing. Ms. Angelique Perez will call to solicit the donations. Mrs. Pinder will check on any technicalities involved with the donations. Mrs. Wolfe motioned that if a donation cannot be secured by September 21, 2018 we will move forward with the purchase of a refrigerator. Mrs. Hayes-Williams seconded. The motion was approved.

Topics of Concern (Non-SAC Members):

None at this time

Meeting Adjournment:

Meeting was adjourned at 4:07 PM

Next Meeting November 1, 2018 at 3:30 PM in the media center.

Submitted by: Wendy Wolfe, Assistant Principal

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

Email approved minutes and agenda to www.sacminutes@ocps.net.