**Independence Elementary School**

**School Advisory Council (SAC) Meeting Minutes**

**November 09, 2022 – Independence Elementary RM 103**

**Attendance:** Yoo Jin Hwang, Jeffrey Peters, Elizabeth Wind, Josefina Henselin, Amber Andrews, Ashley Merritt, Mai Nguyen, Diana Hammond, Penelope Parr, Wilfredo Marrero, Marisela Silguero, Ann-Marie Boyd, Marissa Endicott

**Call to Order:**

A meeting of the Independence Elementary School Advisory Council was held in the Independence Elementary RM 103 on November 09, 2022. Jeffrey Peters called the meeting to order at 1:35pm. Yoo Jin Hwang will record minutes for this meeting.

**Approval for Previous Minutes: Yoo Jin Hwang**

Motion for approval made by Amber Andrews, seconded by Mai Nguyen, approved unanimously

**Principal’s Report (Announcements): Principal Jeffrey Peters**

* New Staff Members:
	+ Guidance Counselor: Ms. Theobald
	+ SRO: Deputy Blanco
* Safety update
	+ Access to doors
	+ Adding cameras

**New Business:**

* School Recognition Funds:
	+ Option 2: All Independence Elementary school-based, full time faculty and staff, including Cafeteria staff and Custodial staff who were in attendance at least 70% of the school year during the 2021 – 2022 school year and returned to Independence for the 2022 – 2023 year, will receive equal distribution (excluding involuntary transfers and voluntary transfers). Part-time faculty and staff who were in attendance at least 70% of the school year will receive 50% of the allotted amount that the full-time faculty and staff receive. \*(Option 2 indicates that if a staff member left Independence Elementary, they are not eligible for the bonus).
	+ Motion for approval made by Mai Nguyen, seconded by Amber Andrews, approved unanimously (9 for, 2 against)

**Open Agenda (Public Comments):**

* Hurricane make-up days coming soon
* Holiday cards: Ms. Theobald
* Angel Tree

**Meeting Adjournment:**

Motion: Josefina Henselin motioned to adjourn the meeting at 2:16pm.

Motion carried unanimously.

**Next Meeting Date, Time, and Location:** 12/07/22, 2:30pm, IES Media Center

**Submitted by:** Yoo Jin Hwang (SAC Secretary)

**Approval Date:**

The school district is required to maintain copies of all SAC bylaws (Fla. Stat. § 1001.452(1)(d), 2021). The district has established a SAC collaboration site that allows school administrators to upload approved SAC minutes and bylaws (see Appendix B for Template – School Advisory Council Minutes and Appendix C for Template – School Advisory Council Bylaws). School administrators are also able to view all previously submitted documents. The address is [http://sacfiles.ocps.net](http://sacfiles.ocps.net/). Instructions for uploading bylaws and minutes to the site are available [here](http://districtcollaboration.ocps.net/team/SAC/Shared%20Documents/Uploading%20Files.pdf).

According to [Florida State Statute 1001.452 (](http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=1000-1099/1001/Sections/1001.452.html)2), SAC members shall:

1. Perform functions prescribed by regulations of the district school board, however; no advisory council shall have any of the powers and duties now reserved by law to the district school board
2. Assist in the preparation and evaluation of the school improvement plan
3. Assist in the preparation of school’s annual budget and plan
4. A portion of funds provided in the annual General Appropriations Act for use by school advisory councils must be used for implementing the school improvement plan. (If funds are available from the Florida Department of Education)