**Independence Elementary School**

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

**September 07, 2022 – Independence Elementary Media Center**

**Attendance:** Yoo Jin Hwang, Jeffrey Peters, Elizabeth Wind, Marien Ortega, Josefina Henselin, Kristina Washington, Amber Andrews, Meryl Mullen, Crystal Taylor, Ashley Merritt, Brandon Bolton, Mai Nguyen, Diana Hammond, Penelope Parr, Tamia Martinez, Marissa Endicott, Wilfredo Marrero

**Call to Order:**

A meeting of the Independence Elementary School Advisory Council was held in the Independence Elementary Media Center on September 07, 2022. Jeffrey Peters called the meeting to order at 2:06pm. Yoo Jin Hwang will record minutes for this meeting.

**Approval for Previous Minutes:**

N/A

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

* Off to a great start with the large number of new staff members
* Positions still in need:
  + No school counselor as of now
  + In need of Portuguese paraprofessional
  + In need PE paraprofessional
  + In need of a kindergarten teacher
* Bus dismissal:
  + Buses have been getting dismissed later (around 3:35pm)
* Testing:
  + Based on student growth
  + Taking longer than expected but working hard to get it done
  + One more year of i-Ready
  + Pilot school for symphony math
  + Continue with Reading Plus
* Security improvements:
  + Fence around the PE pavilion
* School Grade A state bonus funding information coming soon

**School Improvement Plan (Goal Updates): Yoo Jin Hwang**

* Yoo Jin Hwang reviewed the School Improvement Plan Goals - Plan pending to be approved by West Learning Community

**1 -** Independence will integrate and monitor resources and strategies that strengthen a culture for social and emotional learning to grow every student academically, socially, and emotionally

**2 -** Student achievement will increase by continuing to focus on our students in the lowest 25%. In 2021-2022, 71% of our students in our lowest 25% made learning gains.

**New Business:**

* SAC Overview
  + One a month
  + SAC member voting rights
* Review Robert’s Rules of Order
* SAC Board Voting
  + Running for Chair: Amber Andrews – voted in as chair – motion to approve made by Mai Nguyen, seconded by Crystal Taylor, approved unanimously
  + Running for Co-Chair: Josefina Henselin – voted in as co-chair – motion to approve made by Mai Nguyen, seconded by Wilfredo Marrero, approved unanimously
  + Running for Secretary: Yoo Jin Hwang – motion to approve made by Mai Nguyen, seconded by Elizabeth Wind, approved unanimously
* 2022 – 2023 Meeting dates:
  + 1:30pm, first Wednesday of every month
  + Next meeting: 10/05/2022 at 1:30pm

**Open Agenda (Public Comments):**

* National Elementary Honor Society possibility
* Volunteering in the classroom
  + Follow-up with Mrs. Hammond

**Meeting Adjournment:**

Motion: Jeffrey Peters motioned to adjourn the meeting at 2:49pm.

Motion carried unanimously.

**Next Meeting Date, Time, and Location:** 10/05/2022, 1:30pm, 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)