

# **Berryhill Elementary School Advisory Council Meeting Minutes September 8, 2021**

A meeting of the Berryhill School Advisory Council was held in classroom #301 on September 8, 2021. Principal, Dawn Chapman, called the meeting to order at 8:40 AM. Trish Bull recorded the minutes for this meeting.

## **1. Introduction of New Members**

Mrs. Chapman discusses new members elected.

Four PARENT members elected:

- **Jamie Christian**
- **Jessica Cowles**
- **Greg Fulk** (re-elected to serve his second 2-year term)
- **Julie Harrington**

Ed. Support member elected:

- **Trish Bull** (Guidance Assessment Assistant)

Instructional members elected:

- **Molly Holmes** (2<sup>nd</sup> Grade Teacher)
- **Meredith Powers** (4<sup>th</sup> Grade Teacher)

## **2. Election of 2020-21 Officers**

**Chair – Mrs. Molly Holmes**

**Secretary – Mrs. Trish Bull**

Mr. Brewton motions to approve officer nominees for 2021-2022. Mrs. Christian seconds the motion and the nominees were accepted by consensus show of hands.

## **3. Healthy School Team Items – Lana Lindsey**

- Lana explains the purpose of the Healthy School Team.
- Fundraisers of food sold in school, during school hours, outside the lunch and breakfast program must meet the same nutritional standards as that served in the cafeteria.
- If Berryhill plans to sell food as part of a fundraiser, Lana must be notified.
- There are guidelines for food items sold that do not meet the standards. Elementary schools have 5 days a year annually to sell these food items.
- If Healthy School Team authorizes the sale of such items, the dates need to be set for the fundraisers.
- Food sold outside the lunch and breakfast program may only be sold for 30 minutes after the end of the last meal period until midnight.
- Reporting on the overall compliance with the District's wellness policy.

## **4. Training**

Mrs. Chapman provided training to School Advisory Council about the important structure, role, and purpose. She discussed the following information. Members and parents had the opportunity to provide input, ask questions, and provide feedback.

Structure, Purpose, and Role

- The SAC consists of at least 6 parents, 1 community member, 1 Ed. Support person, 2 teachers, and the principal. At least 51% of the members must be individuals who are not school district employees.

- Elections usually held in April of each year and those elected serve for 2 years. A member may serve for two consecutive terms.
- The council shall meet at least four times a year.
- The council works cooperatively with the administration, faculty, and staff of the school for the "improvement of student performance."
- The council advises and assists in preparing and evaluating the School Improvement Plan, and the School Compact.
- And acts as a positive liaison between the school and the community by facilitating communication between the school and community.
- Is made aware of Local demographic data (see #7 – EduData Website)
- School test scores (review test scores)
- School climate surveys (review climate surveys)
- Create/Evaluate/Approve the SIP; Budget; Family Engagement Plan, School Compact, Recognition Funds

## 5. Read and Approve Minutes

SAC members had time to read and discuss the previous meeting minutes. There were no questions about the minutes. Mr. Faulk motions to approve the minutes of **May 25, 2021** with no corrections. Mr. Brewton seconds the motion and the minutes were adopted by consensus show of hands.

## 6. Communications

- Good start: good turnout for **Open House** (Meet/Greet) on August 6<sup>th</sup> from 9AM-11AM and **Parent Orientations** for K-2 grades.
  - KG parent Orientation (August 5<sup>th</sup> at 5:30PM)
  - 1<sup>st</sup> Grade Orientation (August 12<sup>th</sup> at 5:30PM)
  - 2<sup>nd</sup> Grade Orientation (August 19<sup>th</sup> – Virtual)
- **Berryhill Website** – Calendar of important dates, quarterly newsletter, procedures, etc.
- **Dates to Remember:**
  - September 10<sup>th</sup> -Mid-Term Reports
  - October 7<sup>th</sup> -End of 9 Weeks
  - October 8<sup>th</sup> -Planning Day
  - October 22<sup>nd</sup> -Report Cards
  - November 11<sup>th</sup> -Veterans Day
  - November 22-26 is Fall Break
- **New Employees**
  - Tena Wilson – KG Teacher
  - Chelsea Flanigan – 1<sup>st</sup> Grade Teacher
  - Jennifer McDivitt – 4<sup>th</sup> Grade Teacher
  - Dawn Vittorio – 4<sup>th</sup> Grade Teacher
  - Allen Ward – PE Coach
  - Jeannie Cobern – ESE Pre-K Teacher

**This year we have six new Intervention teaching positions with the use of ESSR funding. Three of the teachers are new to Berryhill, one is returning after a leave, and two are previous classroom teachers.**

- Katelyn Powers (Reading) – New to BHE
- Rebecca Wahler (Reading) – New to BHE
- Becky Ward (Reading) – New to BHE
- Candy Rowen (Math & Reading) – Returning to BHE
- Ashley Korn (Reading) – Former ESE teacher
- Shelly Adascheck (Math & Reading) – Former 2<sup>nd</sup> grade teacher

- **Current Enrollment** is **868 students** in Pre-K – 5
- We are in the process of interviewing for a Pre-K paraprofessional.
- We were notified **Friday afternoon (September 3<sup>rd</sup>)** that we are receiving two additional teaching units: KG and 4<sup>th</sup> Grade. We have the positions advertised and will begin interviewing applicants.

**7. EduData Website**

<https://edudata.fldoe.org/index.html>

This contains data indicators designed to inform the general public about the progress of public schools. Data on student performance, Teachers/Staff, School grade.

**8. Title One School**

At least 40% of student enrollment must qualify for free/reduced lunch for a school to be designated as a Title One School. Currently, our enrollment is approximately 53% free/reduced.

**9. School Improvement Plan**

School Advisory Members were provided a copy of the Berryhill School Improvement Plan. Members read the SIP, and we discussed it. Mrs. Chapman explained the main goals and needs. She also explained other information that is included in the SIP. School Advisory Members had the opportunity to provide input and feedback about the Berryhill School Improvement Plan. Members (Parents) discussed that the goals were appropriate and felt that the intervention teachers were very important. Here are highlights of what was discussed about the School Improvement Plan at this meeting:

**HIGHLIGHTS OF THE PLAN**

- 3 main goals (FOCUS Areas)
  - #1 - Increase proficiency percentages in ELA specifically 3<sup>rd</sup> grade. #rd grade dropped from 76% (2019) to 57% (2021). We want to increase 3<sup>rd</sup> grade FSA scores by at least 9% to 66% proficiency in order to exceed the District average of 65%.
  - #2 – Continue to make gains in 5<sup>th</sup> grade. While still above the District average of 63%, in 2021 our 5<sup>th</sup> graders scored 66% proficiency which was a drop compared to 82% in 2019. Our 5<sup>th</sup> grade students will increase proficiency by 8% on the Math portion of the FSA to regain half our loss this year.
  - #3 – Create a partnership with parents/guardians to help students reach their maximum potential in ELA. Our goal is to have 50% of parent participation in the at home reading initiative. (New World Read Initiative)
- Supplement those individual needs with District approved software programs.
- Utilizing our Intervention teachers, and our AIS for intervention instruction for our struggling learners in Reading and Math
- 2 paraprofessionals to be paid with Title One Funds – they will be used with our dual certified teachers to assist with small group interventions and differentiated instruction
- MTSS/Intervention Teacher also paid with Title One Funds assists teachers for the MTSS (Multi-Tiered System of Supports) process for students in need of intervention in reading and/or math. She also works with students in small groups.

- Grade level data meetings throughout the year to analyze assessment data in determining ongoing needs assessments.
- PD devoted to the ELA, Florida BEST Standards trainings, Virtual Needs Trainings
- Purchase of Leveled Reading Books as needed.
- Utilize our Accelerated Reader Program to motivate students to read.
- Assessment Materials/Supplies for EIP as needed
- Technology – COWS, projectors, document arms, other hardware, upgrades, and supplementary materials will be addressed as needed provided funding is available.

Mrs. Holmes made a motion to approve the Berryhill Elementary School Improvement Plan. Mrs. Powers seconds the motion; unanimously approved by show of hands.

#### 10. **Budget -**

Mrs. Chapman discussed the following budget items. Specific budget items are mentioned and discussed using the attached handout.

- **Title One Federal Funds – \$222,436.92 Allocation**
- **School Improvement Funds – Currently None**

#### **Other Possible Needs:**

- **Assessment Materials (EIP), Supplemental Materials (More Leveled Books, Weekly Readers, Reading, Math, textbooks)**
- **Technology: Hardware/software, upgrades and repairs as needed**

Mr. Brewton made a motion to approve the budget. Mr. Faulk seconds the motion; unanimously approved by show of hands.

#### 11. **Next Meeting Dates**

Mrs. Chapman discussed the following dates as the next meeting dates:

**November 17<sup>th</sup>**

**January 11<sup>th</sup>**

**April 6<sup>th</sup>**

Mrs. Caudell motions to accept tentative meeting dates; Mrs. Cowles seconds and the council unanimously approved by show of hands.

#### 12. **Adjournment**

Motion by Mr. Brewton to adjourn, second by Mrs. Harrington and unanimously approved at 9:30 am by show of hands.