

# SPRINGWOOD ELEMENTARY

Mrs. Claire A. Frick  
Principal

Mrs. Tina Austin  
Assistant Principal



3801 Fred George Rd.  
Tallahassee, Fl. 32303  
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School Advisory Council Meeting  
September 7, 2010 12:00pm  
Springwood Elementary School Guidance Hallway

Meeting called to order 12:08 by Chairperson Shedric Triplett.

Lunch Provided by: SAC Members (Bag Lunch)

## **Members Present:**

Claire Frick, Principal  
Connie E. Jenkins-Pye  
Angela McKenzie-Jakes  
Erika Morgan  
Danielle Ray  
Erin Richardson  
Shedric Triplett

## **Members Absent and Excused:**

Kathy Cantrell  
Vernestine McLeod  
Rick Smith

**Do we have a quorum?** Yes

**Guest Present:** Asst. Principal Mrs. Austin, Mrs. Betsy Bruggner and Mrs. Debie Skinner

Motion made by SAC member Erin Richardson to approve the agenda. Motion seconded by SAC member Connie E. Jenkins-Pye. Motion carried unanimously with the following correction.

- SAC meeting time should be 12:00pm-1:30pm

Motion made by SAC member Connie E. Jenkins-Pye to approve the May 4, 2010 minutes. Motion seconded by SAC member Angela McKenzie-Jakes. Motion carried unanimously.

Motion made by SAC member Angela McKenzie-Jakes to approve the August 3, 2010 minutes. Motions seconded by SAC member Erin Richardson. Motion carried unanimously.

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**Chairperson Report:** Chairperson Shedric Triplett welcomed everyone to the September meeting and discussed the following:

- Mrs. Bruggner was asked to make a separate link for only SAC information on the Springwood website. The link would include SAC members, minutes and upcoming events sponsored by SAC. Mrs. Bruggner will work on the website. Monthly minutes and updates will be emailed to Mrs. Bruggner.
- Chairperson Shedric Triplett asked Principal Frick for the demographics of students/teachers. Principal Frick stated that she would provide that information at the next SAC meeting.

**Principals Report**—Principal Claire Frick reported on the following.

- **Climate Survey:** SAC members were provided with the results of the climate surveys for 2009-2010 school year. SAC member Angela McKenzie-Jakes asked how each comment will be addressed (i.e. negative comments). Principal Frick stated that individual teacher's name has been deleted from the survey and they are addressed on an individual basis.
- The Climate survey will be discussed further during our October SAC meeting to allow members more time to read and ask questions.
- **Positive Behavior System:** Students are embracing the positive behavior system. This system is motivating and encouraging students to exhibit positive behavior.
- **Constitution Day:** Constitution Day is scheduled for September 17, 2010. The events planned are organized by the Special Area Team. We look forward to this event.
- **Enrollment Update:** Springwood will be adding an additional Kindergarten class. Springwood has 646 students enrolled. *Springwood is a school of choice and has received students from other schools.*
- **Function of SAC/SITE/DAC:**
  - School Advisory Councils and the Government in the Sunshine Law handout was discussed and distributed to SAC members. Principal Frick stated the role of the SAC was to approve the School Improvement Plan. Chairperson Shedric Triplett asked if she was sure that the only role of the SAC was to approve the School Improvement Plan and again Principal Frick stated yes.
  - Chairperson Shedric Triplett reminded Principal Frick of the SAC By-Laws.
  - Vice-Chairperson Angela McKenzie-Jakes stated if that is the only role, assistance with the agriculture grant would not be needed or addressed.
  - 8.04 School Improvement and Accountability Section 3(e) School Advisory Council (SAC), Purpose and Philosophy, Administrative Procedure and Section 1001.452, FS 2007 District and School Advisory Councils hand-outs were discussed and distributed to SAC members.
  - No report from SITE provided.

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- SAC January 2011 Meeting: SAC meeting scheduled for January 11, 2011 has been rescheduled to January 4, 2011 due to scheduling conflict.
- Safety Updates (Fire Drill, Cali phone Speakers): Fire drills are on target. The caliph one speakers are not working.
- School Grades/AYP Status/Differentiated Accountability: Principal Mrs. Frick provided discussed the changes to learning gains and the new rubric for writing this year.
  - Parent letter from Supt. Pons on FCAT Data. Springwood received a "C" this year. We had significant gains and this year we are working to motivate and educate our students as a team.
  - Elementary Assessment Calendar and Leon County School District Calendar was discussed and distributed to SAC members for further review.
  - Springwood School Improvement Committees was discussed. SAC members are encouraged to work on the committees. SAC member Connie E. Jenkins-Pye would like to work on the Safety committee.
- School Improvement Plan: Asst. Principal Mrs. Austin is working on the plan with Site representatives. Submission date will be in October 1, 2010 to the Department of Education.
- Construction Status: Kathy Cantrell stated that the construction is on target to be completed before school begins on August 23, 2010.
- Budget: Springwood has not received any School Improvement funds to be complete a budget.

**School Improvement Plan**: Assistant Principal Mrs. Austin stated the School Improvement Plan (SIP) is not complete.

- A draft will be emailed by Monday, September 13, 2010 for SAC members to review. The draft will be available during Open House on September 13, 2010 at 6:00pm in the Media Center for parents to review. A call meeting for SAC members is scheduled for September 23, 2010 at 3:30pm to review and approve the School Improvement Plan.
- New avenues to barriers resulting in Suspension will be included.
- New avenues to barriers resulting in lack of Parent involvement will be included.
- How Springwood will over come these barriers will also be included.
- Springwood has some money for School Improvement. Asst. Principal Mrs. Austin suggested using it for training some teachers. Chairperson Shedric Triplett asked would all teachers receive this training, because SAC had previously approved monies to be used to benefit the entire student population and not just one grade level and a request form was established and approved by SAC members.

## **DAC Report:**

Principal Frick distributed September 9, 2010 meeting agenda and May 13, 2010 minutes for review.

"Leon County School District does not discriminate against any person on the basis of gender, marital status, sexual orientation, race, religion, national origin, age, color or disability."

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## PTO Report:

- No report provided.

## Old Business

- Technology Dinner Gift Card winners
  - The winners of the gift cards for the class with the most tickets sold for the "Techghetti" fundraiser last school year were: Ms. Downing, Ms. Kimbrel and Ms. J. Baker. Principal Frick will purchase the gift cards for the winners. Mrs. Sharon Berrian, previous SAC Chairperson donated \$50.00 for one gift card and \$100.00 would come from SAC account for the other 2 gift cards.
  - The technology "Techghetti" fundraiser this year has been scheduled for January 18, 2011 at 6:00pm. Committee members will meet on January 17, 2011 to wrap of final arrangements for the fundraiser. *More advertising was suggested.* A letter will be drafted for Mrs. Bruggner, SAC member Angela McKenzie-Jakes and Principal Frick to approve for distribution.
- Campbell Soup Labels: Mrs. Debie Skinner provided information on Campbell Soup labels and how they are to be collected. She will work with SAC member Rick Smith throughout the transition. She is available to continue collecting until the transition is complete. Springwood has approximately 2500 points.

## New Business:

Grant Opportunity- SAC member Angela McKenzie-Jakes provided hand-outs on a grant opportunity for Springwood. The grant is titled "Florida Agriculture in the Classroom, INC." The deadline for submission is October 1, 2010.

## Other Business/Issues of concern:

- Chairperson Shedric Triplett asked if all 4<sup>th</sup> Grade classes had the same grading policy of students receiving a zero for late homework assignments. The concern was all classes did not have that policy at the beginning of the year. Principal Frick stated they have the same grading policy now. Assistant Principal Austin also stated grading policies will be submitted to her at a later date.
- Although it is only 10% of a student's grade, that could be the difference in a letter grade in that subject area as well as material missed. We want to encourage them not discourage them.
- Chairperson Shedric Triplett asked if all teachers are being consistently implementing the dress code of no flip flops. Assistant Principal Austin commented that when she is aware of a dress code violation, it is addressed immediately. We would like the dress code to be consist for all students and enforced by all staff. We want to continue to keep all students safe.

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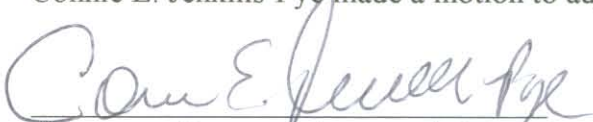
**Next meeting:**


October 5, 2010 at 12:00pm at Springwood Elementary

**Agenda items to be discussed at next meeting are:**

- Climate Survey Results
- Role of SAC/SITE/DAC
- School Improvement Plan Update
- Student/Teacher demographics
- SPAR handout (No Discussion)

Connie E. Jenkins-Pye made a motion to adjourn the meeting at 1:57pm.

  
Signature of person who recorded the minutes

  
Role of person who recorded the minutes

  
Signature of Chairperson

10/5/10  
Date minutes were approved by SAC

