

**Ketterlinus Elementary School**  
**SAC Meeting Minutes**  
September 16, 2010 (3:15 pm)

**Attending the Meeting:**

Members and attendees:

Parents: Jeanette Booth, Jessica Durante, Sandra Gillespie, Diane Morse, Lauren Robins, Tiffany Root, Yvonne Ross

Teachers: Barbara Davis (K), Denise Droege (Media), Carole Gauronskas (Para Pros), Kris Hutson (5<sup>th</sup> /Co Chair), Curtis Lewis (Specials/Resource), Rachel Smolek (5<sup>th</sup>/Co Chair), Kathy Tucker (Principal), Kelly Yelvington (3<sup>rd</sup>)

**Call to Order:**

A meeting of the Ketterlinus School Advisory Council was held in The Media Center on Thursday, September 16, 2010. Kris Hutson called the meeting to order at 3:20 pm. Rachel Smolek will record minutes for this meeting. Kris Hutson introduced herself and Rachel Smolek as the co chairs. The rest of the members attending the meeting also introduced themselves.

**Minutes:**

The minutes for the last SAC Meeting (May 20, 2010) were read by Rachel Smolek. Carole Gauronskas motioned to approve the minutes with no corrections and Jeanette Booth seconded the reading of the minutes.

**SAC General Information:**

It was discussed that Ketterlinus SAC will review formal by-laws, however, the rules of Sunshine Laws (open public voting - no secret votes) are to be followed carefully and that meetings will also follow the Robert Rules of order, especially when voting (2/3 vote) and motioning. It is the wishes of the committee to be a 'collaborative decision making' body, working together as a team. A reminder, if a topic is to be discussed at a SAC meeting it needs to be placed on the agenda before it can be discussed formally. Discussion for new business on the agenda will be limited to 5 minutes. Further discussion on by-laws was tabled, to be discussed later upon review.

A question regarding the starting time for SAC meetings was given to try to accommodate members and their schedules. The options given were 3:15 pm or 5:30 pm with a possibility of rotating the times. The vote came to 3:15 pm (6 votes) and 5:30 pm (1 vote) with several people abstaining. The meetings will stay at 3:15 and be held on the 3<sup>rd</sup> Thursday of the month.

**Old Business:**

No new SAC funds. There is \$200 in the SAC Funds at this time. Possibility of more ????????

## **New Business:**

A lot has changed. Principal Kathy Tucker let the committee know that Ketterlinus is a 'B' school, and while we had enough points for an 'A', unfortunately, over 50% of the lowest quartile did not make gains. Only 47% of lowest quartile made gains. With the number of students that Ketterlinus has, that could be just one or two students not making those needed gains. Ketterlinus also did not make AYP (adequate yearly progress) in two sub groups; the economically disadvantaged and the learning disabled. Information from the state came in very late (data for the School Improvement Plan -SIP). This created a quickly put together SIP draft. With a NCLB mandate of 76% needing to have improved achievement levels, we hope to use SAFE HARBOR showing 10% making gains. After the final draft (42 pages) of the SIP is prepared, it will be sent out to everyone along with the minutes of today's meeting.

Some funding has been provided (request from Title II - 50 sub days) to allow teachers the time to look over data (FAIR, Think Link, etc.), giving them the opportunity to make needed decisions regarding their students' learning paths. The first part of the year will include data analysis as well as curriculum maps, paths and groupings. Around the 3<sup>rd</sup> quarter of the year, the days will be used to make any needed adjustments regarding paths taken and whether they are going in the 'right' direction. Some new training sessions have been provided for teachers, including curriculum mapping and Techno Tidbits on the enVision math series and Education City.

Speaking of Testing - Some upper grades hope to use DATA Journals for Students of the students becoming more involved and invested in their education thus making improvements.

KES Technology Initiative (along with help from the PTO) - The focus is on updating and refreshing computers/technology that are already in the classroom. There are Interactive Whiteboards - 3 Smart Boards to be provided through a school grant.

We have been very fortunate to have money donated to help sponsor a new computer lab as well as other programs. We have received 2 donations of \$9,000 each for a total of \$18,000 for a new Computer Lab. One of the programs being piloted is for 4<sup>th</sup> Grade. They will have 10 iPads and 30 iPods along with money each month for new 'apps'. Another program is for our Kindergarten class (It was mentioned that Kindergarten teachers should be paid double for all they do for and with their little ones.) PBS - WJXT will be partnering with the Kindergarten classes.

Some new Parent Involvement programs are in the works with guidance from Mary Warren, our Ketterlinus guidance counselor.

Cappuccino Mondays - Discussion group and Families Building Better Readers (FBBR)

Principal Tucker encourages parents to attend the Ketterlinus PTO meeting on Monday, October 18<sup>th</sup>, at 3:15. Dr. Joyner will speak about some important issues concerning our schools and communities; including the class size amendment and other topics that affect our

school and students/faculty. Dr. Joyner will also hold a 'Town Hall Meetings' at the High School in the evening.

With class size amendment, the use of Associate Teachers has been implemented at Ketterlinus.

Caroline Martin - Associate Teacher in 2<sup>nd</sup> Grade (??? Mrs. Diawara)

Katie Hayes - Associate Teacher in 4<sup>th</sup> Grade (Mrs. Upchurch)

Also, an associate teacher position has been posted for kindergarten, closes Friday, September 17<sup>th</sup>.

TBA - Associate Teacher in Kindergarten (Mrs. Gibson)

#### **Reports:**

No reports were given except for information about the school grade and AYP/NCLB in New Business.

#### **Next Meeting Date & Time:**

The next meeting will be held on **Thursday, October 21<sup>st</sup> at 3:15** in the **Media Center**.

#### **Meeting Adjournment:**

Motion to Adjourn by Carole Gauronskas and seconded by Jeanette Booth at 4:15 pm.

Motion carried unanimously.

Submitted by: Rachel A. Smolek - SAC co chair

Approval Date: September 16, 2010

**Ketterlinus Elementary SAC Agenda for Thursday, September 16, 2010, 3:15 p.m.**

- I. Introductions**
- II. Minutes of May meeting**
- III. SAC General Information**
  - A. By-laws**
  - B. Sunshine Laws**
  - C. Collaborative Decision Making**
- IV. Old Business**
- V. New Business**
- VI. Reports**
- VII. Next Meeting Date and Time**
- VIII. Adjournment**