

# Durbin Creek Elementary School Advisory Council

Meeting minutes for Tuesday, April 17, 2018

Start: 4:00 End: 4:40

**Welcome and call to order:** Brenda Pence

**Review April 3, 2018 (March make-up) minutes:** motions made, approved.

**Principal' report:** Ms. Fuller shared that our accreditation report was completed, and all is going well. The Accreditation team was very impressed with St. Johns County. She has not seen final report yet, but Ms. Fuller is confident it will be positive. Budget meeting was today: finished in 25 minutes! She projected low with few changes. DCES is projected to have every classroom full for next school year, requiring that we reducing our large instruction tech lab to one classroom space. The projection is lower than today's enrollment, but we will have more in specific grade levels. All rooms will be full.

Several teachers are moving to the two new schools, and we will post for open positions. Ms. Fuller will also attend a recruitment fair. She has had good results from such fairs.

Testing started last week. None this week. More next week. All is computer-based, except for Science. We will make sure only those testing are online, so as not to cause a cyber "traffic jam."

Question: Will we be an "open-enrollment school" for next year? *Answer: we are not an open-enrollment school going forward. Current open-enrollment students can stay here through 5<sup>th</sup> grade. Today we have 781 students. Projection for next year is 760.*

**Funds request:** Instructional Literacy Coach April Hatcher explained her role at DCES, and requested funds for student growth material. She "wears many hats" as she supports teachers and students by modeling lessons/programs for teachers; monitors lowest quartile of students to assure growth for them. Through many methods, she is tasked with determining best practice, especially for students requiring intervention.

Request is for \$3600 for SIPPS materials (Systematic Instruction in Phoneme Awareness, Phonics and Sight words). It has four levels allowing to intervene grades 1-5. Layered on top of current reading instruction, it can help a teacher gage where the student needs to start with program. She would ask all teachers to administer evaluation to all students (most will test out of the program). We are seeing a deficit in fluency, etc. There is a new house bill for FL and this program would meet the mandate of that bill.

Ms. Hatcher hopes this program would close the gap, bringing students to grade-level performance. Funds would provide kits to cover all levels. Currently, ESE staff is using it for 4<sup>th</sup> grade. ESE teachers are very pleased with it.

Question: Is it reproducible? *Answer: Yes, purchase allows us to make copies.* Ms. Fuller added that I-ready data has shown us the need for such a program (some students performing 1-2 years below their grade level). Teachers would work with groups. April continued to share info she learned at a training for this system. It meets multi-sensory requirements as opposed to some previous programs, and is recommended by I-Ready.

Ms. Fuller shared that there are about \$10,000 in SAC funds available.

Motions made: funds request approved.

**School recognition funds:** Ms. Pence shared that first staff vote required a need to re-vote. 52% voted that funds distributed equally to full-time, 50% to part-time employees. Motions made: distribution per revote approved.

**Comments:** security surveys were passed on to the district. All our doors have magnets for quickly locking doors. School board has not determined how to best meet requirement for armed personnel. Front office will be refitted to be more secure, and all schools with same floor plan/ same entrance will share same protocol for law enforcement in the event of an emergency.

Someone asked how school will handle I-ready with just one lab. Ms. Fuller answered that we will be creative. She added that I-Ready is changing so we will be updating.

Brenda Pence reminded of survey in 4/11 email.

SAC members needed for new schools. Also for ours next year.

**Next meeting:** May 15, 2018. 4:00

**Members present:** Angela Fuller, Brenda Pence, Ashley Schaefer, Ann Nguyen, Jan Phillips, Jennie Jones, Kara Bird, Karen Chris, Kristin Efrat, Melissa Guthrie, Mike Anderson, Rachel Hughes, Sherri Kuczewski, Teri Heath, Terryl Speer

**Members absent:** Bindi Patel, Katelin Jones, Troy Mack

**Guests:** Lorrie Cosgrove (District Buddy), Christie Ball, LaVerne Walker