



## **SAC Meeting Minutes October 19, 2016**

Media Center 5:30pm

Brett Unke, principal called the meeting to order at 5:30 pm. Mr. Unke welcomed parents and thanked school board member, John Dick for being in attendance.

### **1. AHEC**

Mr. Unke discussed AHEC and its services. AHEC is currently at MHS and plans are in the works for Switlik to have an AHEC nurse practitioner here on Wednesdays. Start date to be determined. AHEC brochures were distributed with hours and services.

### **2. Report Cards/Awards Ceremony on Friday 10/21**

Mr. Unke reminded parents reports cards are going home this week and awards ceremony will be on Friday, Oct. 21 to recognize students with perfect attendance, AR goals met, and All A's and A/B honor roll. Connect Ed will go out prior to ceremony.

### **3. MHS Parade on Thursday 10/20**

Mrs. Rodriguez explained to parents that the Switlik students would be walking out to US1 to watch the MHS Homecoming parade on Oct. 20 at 1pm. She also reminded parents that students participating in parade must be signed out in the office.

### **4. Calendar Review**

Mrs. Rodriguez discussed the upcoming events in October: Awards ceremony, Halloween Carnival and Red Ribbon Week. October and November calendars with all upcoming events were distributed.

### **5. School Improvement Plan Review and Approval**

Mr. Unke presented the School Improvement Plan via PowerPoint. He explained that each school year the plan must be updated and changes are made to reflect the targeted improvements for the current year. Mr. Unke discussed Reading and Math

goals, and the strategies teachers and staff will implement in order to meet those goals, as well as Professional Development for teachers and staff. He also discussed attendance, grades and student discipline. Another area of the school improvement plan that was discussed was School Safety. Kate Koler (parent) stated her biggest concern was regarding the “openness of our campus” and the lack of secured gates at the entrance and back of our campus. Mr. Unke said he agreed and would look into options. He stated that all security cameras are working and there are plans for a TV displaying all security cameras in the office is in the works to keep an eye on the entire campus and to serve as a deterrent. The lack of a School Resource Officer was also brought up and Mr. Unke explained that with budget cuts our shared resource officer with MHS was cut. He let Mr. Dick speak on the issue. Mr. Dick reassured the group he would take it back to the school board for discussion.

Mr. Unke also shared the SAC chair, Wendy Hall, had contributed and review this version. He welcomed questions, concerns or any recommendations, additions or deletions for the 2016-17 School Improvement Plan.

**Meeting adjourned at 6:00 pm**



Monroe County School District  
Accountability & Assessment

# School Improvement Plan Checklist

**Directions:** School Advisory Council (SAC) Chairs, principals, and district oversight staff use this checklist to ensure that all required components were addressed in the completion of the School Improvement Plan.

**School Improvement Plan Checklist**

	YES	NO	N/A
<b>The School Improvement Plan addressed each of the following areas:</b>			
Identified achievement gaps for student subgroups	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified strategies for improving subgroup performance	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified areas for improvement based on state assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified strategies specific to improving performance on state assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified strategies for creating a school climate and culture of excellence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified baseline student discipline data and strategies to address schoolwide student discipline	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified strategies for increasing student access to acceleration success opportunities. <i>(middle and high school only)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified strategies for increasing graduation rates <i>(high schools only)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified data regarding early warning systems <i>(middle schools only)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Identified strategies to implement early warning systems <i>(middle schools only)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**School Advisory Council (SAC) Check**

	YES	NO	N/A
<b>SAC Composition</b> The composition of SAC is in alignment with the ethnic, racial, and economic community served by the school and is elected in accordance with SAC bylaws and F.S. 1001.452(1)(a). A majority of the SAC membership is not employed by MCSD.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Understanding of Sunshine Law</b> The School Advisory Council members were briefed on Florida Sunshine Law F.S. 286.011 requirements	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>SAC Agendas and Minutes</b> The SAC agendas and minutes are approved pursuant to SAC bylaws, posted on the school website, and retained permanently at the school.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>SAC Bylaws</b> The SAC Bylaws are reviewed annually (as documented in SAC agendas and minutes) to ensure alignment with current Florida Statute.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Preparation of the School Improvement Plan (SIP)</b> The SAC assisted in the preparation of the School Improvement Plan (F.S. 1001.452(2), 1001.42(18), and School Board Policy 2120. SAC Approved the SIP on: <u>Oct. 19 2016</u> (approval date documented in SAC minutes)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Required Signatures:** The signatures below confirm completion of the School Improvement Plan (SIP) Checklist. The school is in compliance with all district and state requirements there within.

Signature of District

Date

Print Name

Signature of Principal

Date

Print Name

Signature of District Oversight Staff

Date

Print Name

SAC CHAIR

*[Handwritten signatures and dates for Brett Unke, Wendy L Hall, and SAC Chair]*