

***Penn Alexander School***  
***School Advisory Council (SAC) Meeting Minutes***  
Wednesday, December 20, 2017 3:30-5:00pm

**In Attendance:**

SAC Members: Michael Farrell, Kathleen Moosbrugger, Iliana Pagán, Michelle Papachristou, Bryan Lathrop, Theresa Knight, Jayne Downing, Monica Calkins, Sarah Shackley.

Jessica McCollum not present.

**Agenda:**

<b>Agenda Item No</b>	<b>Agenda Item</b>	<b>Time Estimate</b>
1	Open Forum	30 minutes
2	Approval of minutes from November 2017 SAC Meeting	10 minutes
3	Principal Report	10 minutes
4	SAC Homework Working Group Update	5 minutes
5	Strategic Planning Process Update	5 minutes
6	Discussion of January Meeting Agenda (Budget feedback, Language Access Presentation)	10 minutes

**Agenda Item # 1: Open Forum**

No one was present so we moved to next agenda item.

**Agenda Item # 2 Approval of minutes from November 2017, SAC Meeting**

The November minutes were approved. Monica mentioned that acknowledgement of the Art Teacher getting the students prepared for CAPA.

**Agenda Item #3 Principal Report**

Michael Farrell gave an update of his report as follows:

- i) 8<sup>th</sup> Graders had their annual November dinner and theatre trip. This year students saw Annie at the Walnut Street Theatre. Thanks for HSA for making this annual event possible.
- ii) Across most grade levels we saw a significant increase in student achievement on end of quarter benchmarks in Math. Some grade levels saw double sign (10+ gain)

- complaint quarter 1 2017 to quarter 1 2018. School wide focus on responsive teaching and working with small groups of students.
- iii) We closed out our Club Fall Cycle: added the meal component, 300 meals a week, Vetri and WHY Y have contributed as great partners. Both programs will continue for the remainder of the year. Winter Clubs begin in early February.
  - iv) Report card conferences took place in November, 90% of families attended.
  - v) Ms. Downing coordinated for Fall Scholastic book fair- great selection and profit to support our literacy program at PAS.
  - vi) All PAS Musicians who auditioned for the All City Ensemble were selected to join. Rehearsals throughout the year, concert in the Spring.
  - vii) Thanksgiving Food Drive- hundreds of cans collected for those in need in our community.
  - viii) Boys and Girls Basketball Team- accepted into the school district MS Athletic League, tryout in early December, 8 Games scheduled with others in our league. Mr. Naughton and Mr. Johnson will be coaching the teams.
  - ix) Nebinger School Visit, Early Literacy came over for a working group. Useful for PAS teachers to collaborate with others in the city.
  - x) Penn's women and men's team came out yesterday. They talked to all the children about being student athletes.
  - xi) Playground collaborative. A design process has been put in place for the outdoor space. A contract is to be signed from January to June. Initiative is with talking to parents and teachers. The goal is to reach a decision by the summer on to how to utilize the outdoor space.
  - xii) Science Fairs- 2 4th/5th and Middle School- lot of judges, prepping now for Carver
  - xiii) Dancing Classrooms- 5th Grade, Semi-Finalist Gold, Finalist- Silver Medal
  - xiv) End of Semester Student Teacher Reflections, 8 Student teachers this Spring
  - xv) Change for Change- Raised over 2,200, 400 more than last year, Student Council will help support those in need in our community.
  - xvi) Home and School Raffle- big success for fundraising and community building through potluck
  - xvii) New Website Launched- connected to district website, increasing accessibility
  - xviii) Teachers are going back on January 2, 2018 and will be attending an all day teacher-led PD
  - xix) Musical auditions will be back after Winter break
  - xx) Equity Circle will be hosting a workshop for in January with Dr. Ali Michael
  - xxi) Kindergarten dates for lottery registration have been published, all information on our website. Families will know if they have been accepted by the end of February.
  - xxii) First Annual Martin Luther King Jr. Alumni Reunion and Day of Service planned in January.
  - xxiii) Annual Pancake Breakfast schedule for last Saturday in January. All are welcome.
  - xxiv) Second Special Education teacher will be added to our staffing model in January.

#### **Agenda No 4: SAC Homework Working Group Update**

The group had their first meeting to review the homework policy. They mapped out scope of work- investigating, researching, discussing, and a proposal were discussed.

Principal Farrell informed that they are going to investigate the policy with a teacher survey and mapping of teacher expectations/experience and parents/families- including a current student and alumni survey. They are looking at other schools for best practices and policies. Process will take place over next few months with hope of coming to SAC in April/May with report and possible recommendations.

#### **Agenda #5 Strategic Planning Process Update**

We are officially done with our Discovery Phase, sending historical data to be reviewed. The survey by parents were completed, alumni, students. Interviews were also done with partners and other community members. There are 5 initial phases:

##### **Discovery- Phase 1**

Data and Document Review- state of schools

500 surveys completed (Parents, Teachers, Community Members, Alumni, & Students)

Targeted Interviews (15)

Teacher Focus Group

Analysis of data- to report out to school community

##### **Visioning- Phase 2 (January/February)**

Review data and reports

Visioning where we are going

##### **Phase 3- Planning,**

##### **Phase 4- Accountability,**

##### **Phase 5- Finalization and Implementation**

On Jan 23rd 6-8pm there will be a workshop the consultants from Bloom planning and get feedback from the group on the findings. Invite the community to the process. Good way for people to be engaged in this process. The idea is not to have a SAC Meeting and have just the workshop instead. Teachers focus groups too and look into it deeper. Share their reaction and give their feedback and be able to response.

#### **Agenda #6**

- As discussed there will be no SAC Meeting in January due to workshop
- February Meeting, hope to include budget information to begin planning early.
- No announcements

Meeting Adjourned.