

**Audubon Middle School  
Advisory Committee/ Council  
Official Minutes  
2014-2015  
November 19, 2014**

**I. Call to Order/Welcome**

A) The meeting was opened by Ms. Tillett, the Chairperson, at 4:15pm.

**II. Review of vacant committee position**

A) Ms. Ayala read the expectations for the nomination and election process

**III. Parent committee member nomination and election**

A) Ms. Tillett opened the floor for nominations for a parent position. The following were nominated:

- 1) Terri Tucker
- 2) Linda Morgan

B) Each nominee presented their platform and rationale for why they are best for the position

C) Mr. Lindheim asked if we could nominate one of the parent nominations for vice-chair position. Ms. Ayala replied that we will be having a separate election.

D) Ms. Ayala facilitated the election. Ms. Tillett read the results as follows:

- 1) Terri Tucker – 5 votes
- 2) Linda Morgan – 7 votes

E) Ms. Morgan is elected as a parent committee member

**IV. Review of Vice-chairperson responsibilities**

A) Ms. Tillett read the expectations of the role of a vice-chairperson

**V. Nomination of Vice-chairperson and election**

A) Ms. Tillett opened the floor for nomination for a vice-chair position. The following were nominated:

- 1) Linda Morgan
- 2) Kerry Roberts

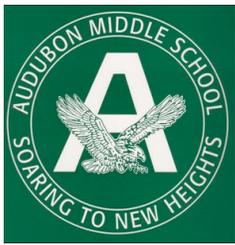
B) Each nominee presented their platform and rationale for why they are best for the position

C) A guest asked why Ms. Tucker would not be included on this nomination

D) Ms. Ayala facilitated the election. Ms. Tillett read the results as follows:

- 1) Linda Morgan – 3 votes
- 2) Kerry Roberts – 7 votes

E) Mr. Roberts is elected as vice-chairperson.



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**I. Call to Order/Welcome**

- A) The meeting was reconvened by Ms. Tillett, the Chairperson, at 4:45pm.
- B) Mr. Miller spoke up and asked that more of the reserved parents participate

**II. Flag Salute**

- A) Ms. Ayala led the Pledge of Allegiance.

**III. Roll Call**

- A) Ms. Fuller led roll call. Quorum is met.

**IV. Approval of Minutes/Bylaws**

- A) Ms. Tillett requested that the council take the time to read the prior meeting's minutes.
  - 1) Ms. Tillett opened the floor to correction for the prior meeting's minutes.
  - 2) Ms. Tillett called a motion to accept the minutes as is. Mr. Parkes seconded. Motion carried.
- D) Ms. Tillett requested that the council take the time to read through the SSC Bylaws.
  - 1) Ms. Tillett opened the floor to correction for the bylaws.
  - 2) Mr. Parkes commented that on page 1 the fifth bullet should be a continuation of the fourth bullet
  - 3) Ms. Morgan commented that on page 2 Article II A should read "...composed of 12 members..."
  - 4) Mr. Morgan commented that on page 3 number F should be titled "Vacancy" and that the duplicated sections should be eliminated.
  - 5) Ms. Morgan commented that on page 4, B, 2, the second bullet point should read "his or her absence"
  - 6) Ms. Morgan commented that on page 6, there needs to be a number 4 in front of "The Parliamentarian shall.." and the third bullet should be a continuation of the second bullet.
  - 7) Ms. Morgan commented that on page 6, Article V B, there is no number included in the quorum. Ms. Ayala replied that she will add the phrasing "50% plus 1" to numerically explain the word "majority."
  - 8) Mr. Lindheim commented that on page 7 the word "handicapped" should be changed to "disabled".
  - 9) Mr. Roberts commented that on page 8, "Conduct of Meetings" should be bulleted as letter E not F.

- 10) Mr. Roberts commented that on page 9, the header is not formatted the same as the other pages.
- 11) Ms. Ayala asked if besides the typographical errors, are we in agreement with the bylaws for 2014-2015.
  - a) Mr. Lindheim motioned that we approve the bylaws as is. Ms. Young seconded.
  - b) Ms. Tillett proposed a vote to approve the bylaws as is. It was unanimously approved by the council.

## **V. New Business**

- A) Review of SPSA and school data collected for developing SPSA goals
  - 1) Ms. Tillett motioned to move to section C of the agenda under item V
- B) SPSA Evaluation
  - 1) Ms. Ayala tabled this item for our next meeting.
- C) Update/Develop 2014-2015 Parent Involvement Policy (PIP)
  - 1) Ms. Tillett opened the floor for questions.
  - 2) Mr. Lindheim questioned whether these accommodations are for students with disabilities or parents with disabilities.
  - 3) Mr. asked a question regarding parental responsibilities. Ms. Young answered his question and clarified that a packet has been sent out delineating parent responsibilities.
  - 4) Ms. Morgan questioned the formatting of page 2 #3. Ms. Young responded that we need to indent and space appropriately.
  - 5) Ms. Morgan asked that we clarify the wording for #3 on page 1 and include “timely-fashion in adherence to district guidelines”.
    - a) Ms. Young commented that we need to add the word “annual” before “planning review”
  - 6) Ms. Young asked what was meant on page 2, #1 second bullet. She then suggested that we at the phrase “at grade-level” at the end of the bullet. In addition, she commented that we need to change the last bullet in that second to “6<sup>th</sup>-8<sup>th</sup> grade culmination IGP meetings.”
  - 7) Ms. Morgan commented that on page 2 #4, we need to specify that we are distributing information in English and Spanish.
  - 8) Ms. Young suggested that we add the phrase “supplemental services and/or classes requested by parents” to #5 on page 2. She gave the example of Microsoft Word classes or substance abuse classes.
  - 9) Ms. Morgan commented that we need to eliminate an extra period on the second to last sentence on page 2.
  - 10) Mr. Shumate asked how parents would be able to find out about services. Ms Young responded and elaborated on classes that are about to begin such as cooking and nutrition.
  - 11) Ms. Young commented that we as a council can really see this document come to life and we are living out the results of the hard work of the SSC from the past year(s).
  - 12) Ms. Young commented that we need to spell out the number 1 on page 3 and unbold it.

13) Mr. Parkes commented that on page 3, we need to add a date to the “Adoption” Section. Ms. Young suggested that we include the phrase Fall 2014.

14) Mr. Lindheim motioned to approve the PIP. Mr. Miller seconded. Motion carried.

#### D) School-Parent Compact

1) Ms. Ayala asked that the council take time to read through the one-page compact.

2) Ms. Young suggested that we really take a look at our goals. We are focusing on how to develop a testing calendar because it will take up to 20 hours to test each grade level using technology. She emphasized that the second goal is to evaluate all teachers at Audubon teachers will be evaluated this year and any teachers not deemed highly-qualified will not be here next year. She also emphasized the third goal as it relates to getting to school on-time.

3) Mr. Miller commented that anytime we rely on a student to deliver or bring home a document, we need to emphasize that students bring the documents home in a timely manner.

a) Ms. Ayala recommended that every time we need to send a document home via a child, it will be posted on the Audubon website, so parents can be expecting that document to be coming home.

4) Ms. Morgan motioned that we add “Arrive to school on time at 7:40am”

5) Mr. Miller commented that he has experienced parents complaining and feeling dissatisfied with the way they have been treated when they asked for help from the office.

a) Ms. Ayala asked that we table that conversation.

6) Ms. Morgan suggested that we copy the paragraph from “At Home” starting with “Communicate with teachers..” and paste it to the section “In the Classroom” as “Communicate with parents” in order to provide uniformity.

7) Mr. Lindheim suggested that we include information such as this School-Parent Compact at Parent Conferences tomorrow. Ms. Ayala agreed that this would be the ideal time to have copies for the parents. Ms. Ayala commits to making 500 copies for tomorrow if she can be provided with the paper.

8) Mr. Parkes suggested that we add a student component to the compact requiring students to be held accountable to the expectation that they need to deliver documents from school to their guardian in a timely manner and with integrity.

## **VI. Old Business**

#### A) Budget Update by Ms. Young

1) She mentioned that in the December SSC meeting she intends to present the budget for the Spring semester.

2) She commented that we can decide if we want to use the SIG money to buy computers/tablets so we are not dependent upon the district’s approval of technology. She mentioned the Smarter Balance test on a technology piece will go forward at the end of this year.

3) She mentioned that the SIG grant allows for \$2 million to be used for next year. We have not yet allocated those funds yet.

4) She mentioned that today, we signed a \$14 million grant that encompasses an opportunity for our students to go to Cabril and the Tall Ships, in addition to a bus in

our school's parking lot in which our students experience with their classes during the school day.

5) She mentioned that SPED DVR took place two weeks ago and we passed with high marks.

6) She commented that we were just awarded \$9,000 from Common Core and another \$39,000 from CoreWaiver.

7) She suggested that Ms. Tillett and Ms. Ayala coordinate a field trip for the parents to the places their students are going.

## **VII. Announcements**

A) N/A

## **VII. Public Comments**

B) N/A

## **IX. Agenda Item Consideration for Next Meeting**

A) Ms. Ayala would like to include the SPSA Evaluation for our next meeting on December 17<sup>th</sup>.

## **X. Adjournment**

A) Mr. Roberts motioned to adjourn the meeting at 6:26pm and Mr. Parkes seconded it. Motion carried.