



**Audubon Middle School  
Advisory Committee/ Council  
Official Minutes  
Informational Minutes  
2014-2015  
February 11, 2015**

**I. Call to Order/Welcome**

A) The meeting was opened by Ms. Ayala at 5:14pm. Ms. Ayala specified that this will be an informational meeting.

**II. Pledge of Allegiance**

A) Mr. Lindheim led the Pledge of Allegiance.

**III. Roll Call**

A) Ms. Fuller led roll call. Ms. Tillet, Ms. Young, Mr. Miller, and Ms. Walker were absent at the time of roll call. Mr. Miller arrived at 5:17pm. Ms. Walker arrived at 5:37pm.

**IV. Approval of Election Minutes**

- A) Ms. Ayala opened the floor to corrections for the prior meeting's minutes.
- a. Ms. Morgan motioned to edit the minutes under Section V. A. "send" needs to be changed to "sent".
  - b. Section V. E. k. needs to be changed to "Ms. Morgan suggested that the Audubon Calendar be linked to the Audubon website."
  - c. "Public Comments" needs to be changed to Roman Numeral VIII.
  - d. Section V. B. needs to read "Ms. Ayala explained that it is available in English and Spanish."
  - e. Mr. Miller commented that Section V. E. c should read "Mr. Miller expressed that when he attended Audubon, homeroom was used as a place to distribute..."

**V. New Business**

- A) SIG update: Teachers will be completing professional development hours in compliance with the SIG grant.
- B) Ms. Ayala commented that we will combine the next two items "Analyze student performance data: and "Review tentative budget allocations for 2015-2016". She further explained that we might deviate from the agenda a bit, but at this time she would like at least 5 suggestions for how we should be using our budget.
- a. Mr. Miller shared that one of the ways we have chosen to use our funds is to have a consistent nurse. However, he suggests that we help her to create procedures or a database to streamline her

- i. Mr. Roberts asked if it was a HIPPA violation to have documents simply in a box.
  - ii. Mr. Miller shared that the Attendance Office had a copy of a doctor's note regarding a medical issue, however it was not a part of the students' file, it was in a box.
  - iii. Ms. Ayala commented that this information should be placed into MiSiS starting this year.
- b. Ms. Tucker shared that she would like to see a Booster Club.
- c. Mr. Lindheim shared that he would like to see more activities, such as a cooking, art, and electives in order to make this a place that the children want to be in.
  - i. Mr. Williams agreed that he would like to see music and art.
  - ii. Ms. Ayala commented that these classes would require a teacher, which we would have to buy.
  - iii. Mr. Lindheim shared that we could reach out to businesses in the community and we could write a grant to bring in these classes.
- d. Ms. Morgan asked how much funds we had last year.
- e. Ms. Collins shared that she would like to see a girls mentorship program on the campus.

## **VI. Old Business**

- A) Ms. Ayala shared that she would like to table the approval of the Bylaws for the April meetings.
- B) Ms. Ayala commented that the next meeting is April 15<sup>th</sup>, 2015. She asked how we would like to schedule the second meeting in April?
  - a. Mr. Shumate voted for a 2 hour meeting, from 4:30pm – 6:30pm
  - b. Ms. Morgan motioned that our April 15<sup>th</sup> meeting is from 4:30pm – 6:30pm. The council unanimously voted in favor. Motion carried.

## **VII. Announcements**

- A) Audubon Open House will be on March 26<sup>th</sup>, 2015 from 4pm – 6pm.
- B) African-American Family Day will be on April 25<sup>th</sup>, 2015.
  - a. Ms. Ayala shared that the fliers that are sent home through the students are also available as a PDF on the Audubon website under “Parents, check your child’s backpack”.
    - i. Ms. Morgan suggested that we add “Parent, click here for more” under that section on the website.

## **VIII. Public Comments**

- A) Ms. Morgan asked why she was not called to help pass out fliers this last month since she volunteered to help at 7:15am. Ms. Ayala explained that communication will continue to improve.

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

- A) Ms. Ayala said that we will solidify the bylaws. She requested that council members email her with concerns.
- B) Ms. Ayala said that we will cover the tentative budget allocations in an upcoming meeting.

### **X. Adjournment**

- A) Mr. Williams motioned that we adjourn at 5:57pm. Mr. Lindheim seconded. Meeting adjourned.