

**Thomas L. Sims Middle School**  
**School Advisory Council Meeting Minutes**  
**November 14, 2017**

**Welcome/Call to Order @ 3:00pm:** Mr. Stokes opened the meeting in conference room 110. The media center, our normal meeting area being set up for 6<sup>th</sup> Grade Health Screening the next day. Mr. Stokes also recorded the minutes.

**Members Present:** Michelle Bienkowski, Brian Carter, John Daughtery, Emily Donalson, Tiffany Hodges, Kristin Hyche, Melissa McGuire, Sheri Meadows, Jeannie Runyon & Theresa Vegeler.

**Non-Members Present:** Ryan Stokes & Amie Filbert.

**Minutes of last meeting:** Minutes from September 12, 2017 meeting were reviewed by the SAC. After review, a motion was made by J. Runyon and seconded by E. Donalson, to accept the previous meeting's minutes. The vote by SAC members to accept minutes as written passed unanimously.

**Budget Update:** The ending balance, as of September 12, 2017 was \$23,985.63. Though several expenditure requests were presented and accepted at the Sept. 12<sup>th</sup> SAC meeting, none had been subtracted from the SAC budget to date, giving a current balance of \$23,985.63, the same as the previous meeting.

**Old Business Discussed:** The 2017-2018 SAC By-laws, Membership Roster And 2017-2018 School improvement Plan (SIP) were recently approved by the school board. Expenditure of "A+" bonus funds will be given to teachers on Nov. 17<sup>th</sup>. Current student enrollment is 1013 students. SAC members were reminded that SAC information could be found on the school website through SAC links.

**New Business Discussed:**

Mr. Stokes mentioned the recent site safety visit from the county safety inspector and how there were very few violations.

Unify Test A results, MTSS/PBS information, Core data review and the 2017-2018 SIP goals and diagnostic results were discussed at length using the SMS Assessment Comparison Data spreadsheet. This spreadsheet will also be made available online. While the data from Unify Test A diagnostic results may be confusing, they will make more sense when Test B takes place and teachers and parents can distinguish growth between the two tests.

There was an expenditure request of \$2,100 from the 6<sup>th</sup> grade math teachers to purchase math assessment workbooks. Ms. Meadows spoke of how helpful these workbooks have been for 7<sup>th</sup> and 8<sup>th</sup> grade students in the past. There was a motion to accept the request by Mrs. Vegeler and seconded by Mrs. Bienkowski. The motion passed unanimously.

Attention was drawn to the Spring Assessment Dates in the Important Dates section of the agenda. Mrs. Donalson reminded the council that these dates could change if Sims is chosen as a "calibration school". She also reminded the council that they would be notified if this were to take place.

Mr. Stokes mentioned that the new attendance policy regarding absences and semester exams would likely become more of an issues as we approach the end of the first semester. This change, which took place during the summer months, was from 5 Late check Ins and/or Early Check Outs equaling one unexcused absence to 3 Late check Ins and/or Early Check Outs equaling one unexcused absence.

Mr. Stokes stated that the new construction had been completed on the 300 wing and the kitchen renovation is "on schedule" according to the job foreman.

There were no updates in reference to the Healthy Schools Initiative as Ms. Pomales was absent. Mrs. Donalson did reference a recent award received by the SMS cafeteria staff from the Florida Department of Agriculture.

During the Public Forum, Mrs. McGuire brought up the concern for early morning parent drop-off traffic. Various potential solutions were brainstormed but a callout reminding parents to drop off as early as possible by Mr. Stokes was agreed upon.

Also, during the Public Forum, Mr. Stokes brought it to the council's attention that the SAC had lost a member, Ms. Sanders. Mrs. Bienkowski moved the motion that the council offer this position to the next member on the voting ballot from earlier in the school year. Mrs. Runyon seconded the motion and it passed unanimously. Also, Mr. Stokes said he would present wording to the SAC at the next meeting to outline procedures on how to proceed if a situation such as this were to happen again in the future.

The SAC was reminded of future meeting dates and times: Feb 27<sup>th</sup> & May 15<sup>th</sup>.

There was a motion to adjourn from J. Daughtery, seconded by E. Donalson. The vote to adjourn passed unanimously. Meeting was adjourned.

*Minutes Submitted by:*  
*Ryan Stokes*  
*SMS Assistant Principal*  
*&*  
*Michelle Bienkowski*  
*SAC Secretary*

*Minutes Approval Date:* \_\_\_\_\_