



## Mill Creek Elementary SAC Meeting Minutes

Date: 4/2/2018

**In attendance:**

Donna Locke, Carolyn Ramsey, Samantha Gardner, Mayra Medina, Stephanie Sanalila, Nicole Cubbedge, Elizabeth Pappaceno, Kristina Dooley, Tane Chepto, Lauren Norse, Sondra Hisrich

**Excused:** Phillip Dugas, Allison White, Kendra Ghazanfari, Debra Pierre, Kevin Austin, Shawn Boyer, Susan Minshall, Karafe Badjie, Heather Jahr

**Absent:**

**Meeting Start Time:**

Meeting was called to order at 4:05pm

**Review and Approval of Minutes**

Approval of: March minutes

Motion to approve: Samantha Gardener

Second: Myra Medina

Minutes approved.

**Budget update**

Budget Report: Kristina Dooley

Available Budget: \$37,118.18

Nurse/Clinic Request for Funds – Ms. Persson would like to attend a Pediatric Emergency Conference in Orlando for professional development and continuing education. It is held on a Saturday, but she is in need for travel expenses to be covered and her lodging for two nights. Request is for around \$350 or less.

Motion: Courtney Warner

Second: Myra Medina

Approved.

Fourth grade Request for Funds – Life science unit/owl pellet dissection class activity. Presented by Nourse and Ramsay. 120 students will be paired up to dissect the pellets, using templates saved from previous years. Material request is for \$227.15. Some conversation was had about incorporating the news crew and sharing their findings with the rest of the school.

Motion: Donna Locke

Second: Elizabeth Papaceno

Approved.

**Principal's Report:**

Celebrations – Mrs. Riedl

Writing FSA seemed to be a great testing day. The students' felt confident and positive.

Mustang Gallop was a community and family event, such a success!

Safety Revisions: Asking SAC committee for district feedback/concerns as far as safety/security.

- Magnets have been added on all doors, so doors can stay locked throughout the day. Magnets have been a big help to prevent disruptions, with safety/security not be compromised.
- Fencing has been updated (6ft. tall) with a heavy gate, in order to protect the back area of the school and back buildings. Extended day supervises the gate when it is unlocked for extended day pick up/drop off. The gate is to be locked throughout the day and all traffic is being funneled through the office. The office doors are locked, with magnets added also.
- Feedback from parents has been that there needs to be a secure entrance for the campus has been passed along to the district.
- Fire drill procedures have been updated, as well. (false alarms, addressed) Hard lockdown procedures have been reviewed and evaluated, as well.
- Parents shared concerns about updated cameras and buzzing in parents/visitors. Some members shared about a camera fixed on the front door/entrance way. ID? Fingerprints?
- Some members shared a concern about what “visitors” do in the event of an emergency during a school event. Gathering areas within the school that are “safe zones”.
- School resource officers from the district... are they coming to each school? Could retired officers or military personnel be utilized to assist with coverage? Ms. Cabbage shared that the funds from the state do not match the governor’s legislation. The district is working on this.
- Parent concerns about doors being propped open, in regards to safety. Is there a beeper or monitoring system for exterior doors to alert that they are being left open?
- Fire safety... can students get in and out in the event of a fire? The answer is “YES!” What is the plan to communicate the safety procedures that have been updated.
- Pick up and drop off procedures, as far as safety. Current procedures and updates discussed.
- Windows and glass security – lockdown procedures reviewed and discussed.
- Questions about backpacks and items being carried on campus.

Mill Creek Academy “rebranding” opportunity. This will assist in the excitement for the transitional process for the students entering 6<sup>th</sup> grade. Mrs. Nourse will assist with this, in addition to feedback being accepted and welcomed from all stakeholders, including SAC members.

Mrs. Nourse shared the process for “rebranding” for Mill Creek Academy. There will be benchmarks along the way. The local company will assist with this transition and will communicate regarding the streamlining of taglines, logos, fonts, colors, etc. This process is just getting started. Mrs. Nourse has communicated with what we currently do, in order to help with developing “round one” of the tagline, logo, colors and font options. There is a lot of thought and consideration, in order to set our school’s brand and fine-tuning our existing elements and traditions. Not so much of a rebranding, but more of a refreshing. Building excitement!

### **Other Meeting Topics:**

Code of conduct discussion: The district has asked for Code of Conduct Feedback. SAC members were given a short survey and a copy of the current code of conduct. SAC members will review the code of conduct and email their feedback, using the survey questions given by Ms. Brown. Email will be sent with instructions to submit feedback.

Procedures for School Recognition Funds: members were given the current procedures to review.

Motion: Sam Gardener

Second: Carolyn Ramsay

Procedures approved.



Email will be sent with information from the parent FOCUS meeting that a SAC member attended at the district.

**Adjournment:**

Time: 5:11pm

Motion to Adjourn: Sam Gardener

Approval: Elizabeth Pappaceno