

SAC

SAC Evaluation

Looking at the yearly SAC and School Improvement performance history for your school, what are our successes? Areas of improvement?

* How did we carry out the election process last year?

*SAC Member Requirements

It is the School's responsibility to ensure that all SAC members are OASIS approved volunteers in accordance with Section 943.04351, F.S.

* Florida Statute 1001.452

SAC Membership

- Principal membership is mandatory
- All voting members must be chosen or elected by peers.
 - Teachers elect teachers
 - Support staff elect support staff
 - Parents elect parents
 - Principals can appoint community members
- The composition must represent the racial, ethnic and economic status of the school community
- Assistant Principals can attend SAC meetings but **cannot be a SAC Member or a Board Member e.g. SAC Chair, Secretary or Treasure**

* Florida Statute 1001.452 SAC Membership

- Majority of the members are non-district employees (51%) (Use Compliance Calculator Tool to check)
- Students of appropriate age should be members at the middle and high school level.
- A completed SAC roster must be provided to the Office of School Improvement according to the district timeline.
- If the SAC membership changes, an updated roster must be provided to the Office of School Improvement.

* Responsibility of SAC



- SAC is required, by district policy, to meet a minimum of 8 times per year.
- SAC meeting times must be publically announced and conveniently scheduled for most members (3 business days prior)
- SAC meetings and attendance must be recorded (template provided by the district).
- A quorum (majority of members from roster) must be present before a vote can be taken.
- The SAC has to adopt bylaws annually.
- All meeting minutes, meeting agendas, and meeting attendance should be emailed to the Office of School Improvement (Britt Bell) by the following month following the meeting.

* Florida Statute 1001.452

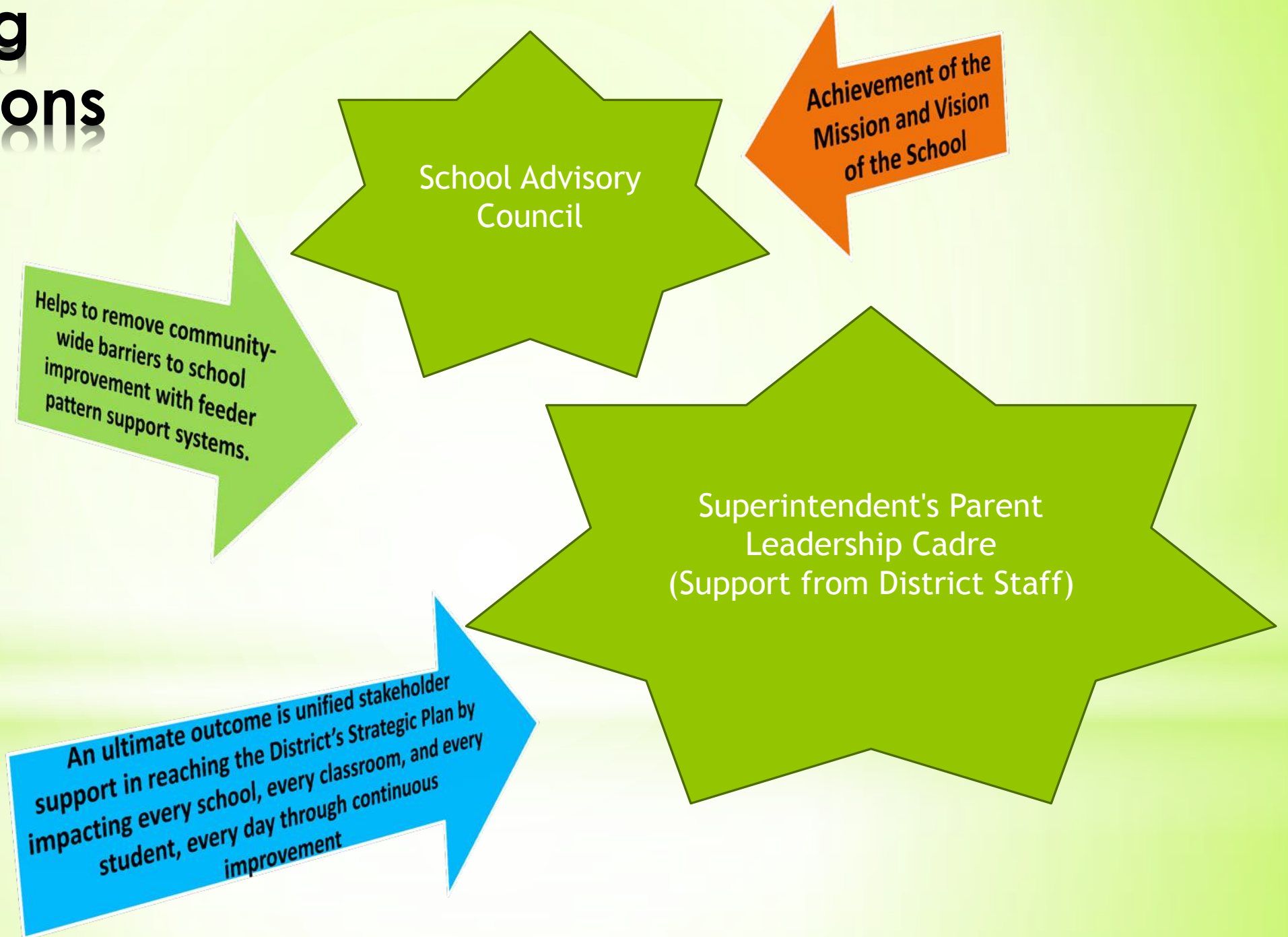
Primary Functions of SAC

- To assist in the preparation and evaluation of the School Strategic Improvement Plan (SSIP) by giving insight and feedback
- To assist in the preparation of the school budget.
- To assist in the completion of the Mid-Year Review of the SSIP by giving insight and feedback
- To encourage innovation at the school
- To perform other functions as requested by the School Board and principal.

* Superintendent's Parent Leadership Cadre

- All schools feed into an the Superintendent's Parent Leadership Cadre.
- SAC chairs make up the Superintendent's Parent Leadership Cadre or Designate.
- Superintendent's Parent Leadership Cadre meets minimum of 4 times per year.
- In 2017-2018 the goal to have representatives (recommended parent or community member) from each school to be present at each of the Superintendent's Parent Leadership Cadre Meetings. (A wealth of information is shared in a two conversation.)
- Dates of the meetings will be coming out soon

* Making Connections



* **Mid-Year Expectations**

- Meaningful stakeholder input is vital to the school and district.
- Each School Advisory Council (SAC), in cooperation with various identified community stakeholders that work with the school, is to conduct an annual midyear reflection as part of the SSIP process and submit to FLDOE through the CIMs Platform. (Due to the AdvancED Accreditation Review this will be required to be completed in December 2018)
- Agenda and minutes will be submitted to the Office of School Improvement in January 2019

* School Improvement Funds

- Funds can be used for School Improvement Plan development or implementation only.
- SACs must reference specific objectives and/or strategies in the School Improvement Plan.
- The School Advisory Council decides on how the School Improvement Funds will be spent.
- The principal may not override the recommendations of the SAC.
- School Improvement Funds may not be used for capital improvements, such as, construction, renovation remodeling, or site improvement.
- SACs are encouraged to use the funds to meet current needs rather than having the monies committed to recurring needs.
- Fund expenditures should be reflected in the SAC minutes with signed documentation sent to the budget department

* School Recognition Funds

- All selected schools shall receive financial awards depending on the availability of funds appropriated and the number and size of schools selected to receive an award.
- Funds must be distributed to the school's fiscal agent and placed in the school's account and must be used for purposes listed in subsection (5) as determined jointly by the school's staff and school advisory council.
- If school staff and the school advisory council cannot reach agreement by February 1, the awards must be equally distributed to all classroom teachers currently teaching in the school. Sec. 1008.36(4) F.S.
- Fund expenditures should be reflected in the SAC minutes with signed documentation sent to Human Resources

July – September, 2018

- Hold School Advisory Council (SAC) Elections
- Record election results in SAC minutes
- Ensure all FY18 SAC voting members have been added on the SAC Membership Compliance form and recorded in minutes and submitted to Office of School Improvement (REA)
- Review Sunshine Law, Roberts Rules and SAC By-Laws with SAC members and recorded in minutes
- SAC Checklist Completed and submitted to Office of School Improvement (REA)

October, 2018

- * School Improvement Plan first Calibration Meeting
- * School Improvement Plan SAC approval and recorded in minutes
- * School Principals Peer Review of School Improvement Plans
- * School Improvement Plan review and feedback provided by Office of School Improvement

November, 2018

- * School Board Approval as required by SB Policy 2.09 (8e)

December, 2018

- * School Improvement Plan second Calibration Meeting
- * Mid-Year Reflection submitted to FLDOE CIM Platform

January, 2019

- * School Improvement Plan Assurances (District)

March, 2019

- * School Improvement Plan third Calibration Meeting

May, 2019

- * School Improvement Plan final Calibration Meeting

* Monthly Meetings to Include Agenda Item

- Update on SMART Goals and Metrics, Barriers and Strategies for success (positives and concerns) and changes made
- Feedback to be recorded in Minutes