

SAC Agenda
School Advisory Council
Friday, November 4, 2022

- **Introductions**
- **Holiday Performance- Mrs. Coffman**
- **Administrative Report—Mrs. Griffiths**
- **SAC By-Laws 2022-2023-Vote to accept- Mr. Miller**
- **Parent & Family Engagement 1% Funds- Vote- Mrs. Finnell**
 - **Family night materials**
 - **Family night food**
 - **Color Paper for Flyers**
- **PYP Policies- Mrs. Alexander/Mrs. Grondin**
- **5K Book Order List- Mrs. Griffiths**
- **Next Meeting: Friday, December 2, 2022 @ 1:00p.m.**

Looking Ahead:

- **Nov. 10- 3-5 Paint Along at 3:00pm**
 - **2nd Grade Veteran's Day Performance**
- **Nov. 11- No School – Veteran's Day**
- **Nov. 14-18- 2nd Nine Weeks Interim Reports**
- **Nov. 15- Turkey Bowl Jamboree at Legion Field at 9:00am**
- **Nov. 16- Great American Teach In**
- **Nov. 17- Thanksgiving Lunch at Janie Howard Wilson**
 - **Uniform Free Day- PTO fundraiser**
 - **Food Drive at 5:30pm**
- **Nov. 18- PTO Meeting at 1:00pm**
- **Nov. 28- Candy Cane Fundraiser- ESE**
- **Dec. 1- Picture Retakes**

Thank you for supporting Janie Howard Wilson!

Title I Parent and Family Engagement Plan Summary

Dear Parents,

Thank you for taking the time to read this Parent and Family Engagement Plan Summary. Below are brief summaries of how your child's school plans to support parent and family engagement, as well as how the Lake Wales Charter Schools District will support schools, parents, and families.

Engaging parents in the education process is essential to improved academic success for students. Education is a responsibility shared by the school and the family throughout the student's school career in our district. Lake Wales Charter Schools will foster and support active parent and family engagement so that schools and parents work together as partners in educating children.

Thank you!

Janie Howard Wilson -Parent and Family Engagement Plan will: *Every Student Succeeds Act 1116 (b-c)*

- Involve an adequate representation of parents in developing and evaluating the "School Parent and Family Engagement Plan" that describes how the school will carry out its required family engagement activities.
- Hold an annual meeting for families to explain the Title I program and the rights of parents to be involved.
- Offer other parent workshops at flexible times.
- Use Title I funds to support parent and family engagement and involve parents in deciding how these funds are used.
- Involve parents in the planning, review, and improvement of the Title I program.
- Develop a school-parent compact that outlines how parents, students, and school staff will share the responsibility for improving student achievement and describes how parents and teachers will communicate.
- Offer assistance to parents in understanding the education system and the state standards, and how to support their children's achievement.
- Provide materials and training to help parents support their child's learning at home.
- Educate teachers and other school staff, including school leaders, how to engage families effectively.
- Coordinate with other federal and state programs.
- Provide information in a format and language parents can understand and offer information in other languages as feasible.

Lake Wales Charter Schools District Parent and Family Engagement Plan will: *Every Student Succeeds Act 1116 (a) (2)*

- Involve parents and family members in developing the district plan.
- Provide the support necessary to assist and build the capacity of all participating schools within the district in planning and implementing effective parent and family involvement activities to improve student academic achievement and school performance.
- Coordinate and integrate parent and family engagement strategies with other Federal, State, and local programs.
- Conduct an annual evaluation of the content and effectiveness of the parent and family engagement plan in improving the academic quality of all schools, including identifying barriers to greater participation by parents in activities, specifically families who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background; the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions.
- Design evidence-based strategies for more effective parental involvement, and to revise, if necessary, the parent and family engagement policies.
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If you would like to receive a full copy of the district Parent and Family Engagement Plan, please see the different options below. Plans and summaries are available in English and Spanish.

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Janie Howard Wilson Elementary
306 Florida Avenue Lake Wales, FL 33853
Dr. Linda Ray
863-678-4211

Lake Wales Charter Schools
Angela Heyward, Title I Parent and Family Engagement
Contact (863) 679-6560

School Advisory Council – Meeting Minutes

Friday, November 4, 2022

Members Present: Mr. Miller; Mrs. Moye; Mrs. Pressley; Mr. Unzueta; Mrs. Outing; Mrs. Coffman; Mrs. Griffiths; Mrs. Alexander

Performance by Mrs. Carson's Class:

- Mrs. Coffman had Mrs. Carson's class present "Yankee Doodle Boy" the upcoming holiday performance

Administrative Report- Mrs. Griffiths

- Silver Streak Celebration- Students receive awards for grades, perfect attendance, Rocket Math, AR, and FSA results
- Charter Renewal- We did an amazing job with a presentation that took close to three hours. We proceeded with a tour of the school. We anticipate an update in January.
- SIP Presentation-JHW presentation will take place on November 15th. Administration has spoken to Matthew Campese from PCSB and has made more specific/detailed action steps for each strategy. This was also included in the charter renewal visit.
- Grants Applied- JHW has applied for the Suncoast Grant and Duke Energy Grant, and we were awarded the Splash Grant. JHW also requested classroom books that are approved by FDOE for civics with the civic grant.
- Bok N.- JHW is partnering with Bok N. for our upcoming environment units with the IB PYP program. We discussed the use of gardens and how to incorporate the agriculture animals.

SAC By- Laws- Mr. Miller

- * Article 3 and section F – Any member with two consecutive absences that are unexplained.
- * Article 5 – Discussed the 51% needed to be present.
- * Article 6- Mr. Miller clarified he is the chairman.

Feedback was asked if we want to keep the 1pm time. No one stated any concerns regarding the By-Laws.

Motion to Approve the By-Laws- Mr. Unzueta

Second to Approve- Mrs. Moye

Parent and Family Engagement 1% Funds- Vote- P Mrs. Griffiths

- Our funds are used to feed families, provide games/information on academics for parents to do at home, and paper to advertise the nights, sign in sheets, and evaluations.

Motion to Approve: Mrs. Pressley

Second to Approve: Mr. Miller

PYP Policies- Presented by Mrs. Alexander

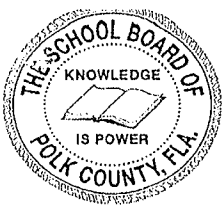
- Consultant was very impressed but need to update the assessment policy. We follow PCSB with testing. Drafts will be posted on our website.
- Our teachers need to include informative assessments and not just summative assessments based on report from consultant. We need to give more summative data to families.
- Our goal is to have more of our data reflect more students on grade level.
- Per the consultant we need to continue to update our governing body on IB PYP.
- Schools will be selected for the writing assessment and we will keep everyone posted about this.

Growth at JHW

- Our student enrollment is growing, and we are currently at 446. Our staff is growing to include two reading coaches, two reading interventionists, one math coach, one math interventionist, and one ESOL teacher. We also have two ESOL paras to assist as our Hispanic population is growing and so is our ESOL program.
- We are planning on having an ESOL night, reading night, math/science, and a PYP family night. We will provide resources for students and families.
- Our staff is asked to join committees (reading, math, PYP, and community outreach) to get vertical input with these subject areas. We look at the iReady, STAR, and FAST data to determine trends and next steps as a school.

Book Order List- Griffiths

- JHW received extra funding for federal grants. We have purchased five thousand books to continue to update our books in the media center to be more relevant to the demographics of our school. This order was done in conjunction with Rainbow Book Company.
- Book orders can be seen on our JHW website. Parents can reach out with any concerns. Forms should be ready soon.
- JHW is working with the charter office to be compliant with book inventories and the house bill.



**BYLAWS
FOR
SCHOOL ADVISORY COUNCIL
(SAC)**

ARTICLE I

PURPOSE

School Advisory Councils assist in the preparation, implementation, and evaluation of the School Improvement Plan. The Council makes recommendations and assists the school administration in all areas of school improvement. These functions are performed through participatory decision-making by parents, educators, school staff, business people, and other community members who are stakeholders in the school.

ARTICLE II

COUNCIL YEAR

This Council shall operate for successive terms of one (1) year to coincide with the school year, making this Council operational from and including October through May of each year.

ARTICLE III

MEMBERSHIP

A. Composition.

51% of the School Advisory Council membership will be composed of parents, teachers, educational support staff and business/community members. The membership shall be representative of the ethnic, racial and economic communities served by this school.

B. Election.

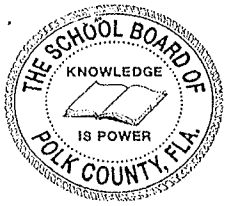
1. Parents are elected to the School Advisory Council by parents in the Spring.
2. Teachers and education support staff will be elected by their respective peer groups at the end of the school year for the following year.
3. In the event that the elections do not constitute a membership that is balanced by ethnicity, race, socioeconomic, status of the student population, the principal may appoint a member.

C. Term.

The term for membership is each member shall serve for a term of one year. The administration will serve continuously on the Council.

D. Appointment.

Membership vacancies shall be filled by those new members who have been



**BYLAWS
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(SAC)**

ARTICLE IV. (con.)

E. **Agenda** Each meeting shall be conducted in accordance with a written agenda provided at the beginning of each meeting and containing some or all of the following discussion points:

1. Review and Approval of minutes of previous meetings.
2. Committee Reports (if any)
3. Old Business
4. Administrative Reports
5. School Updates and Presentations
6. New Business
7. Items to Agenda for Following Meeting

Certain items may be added to or deleted from the agenda for any particular meeting based upon consensus of the members present or as requested by the principal.

It is the responsibility of the Council Secretary to see that copies of meeting agendas are made available to members prior to or at the beginning of each meeting. The time, date and place of any meeting may be modified based upon a consensus vote of the members present at any meeting.

ARTICLE V

VOTING AND QUORUM

- A. 51% of the listed membership constitutes a quorum for the council.
- B. All matters and issues shall be decided by a consensus of all members present at any particular meeting.

ARTICLE VI

COUNCIL MANAGEMENT

The activities of the School Advisory Council shall be managed by a chairperson who shall be appointed on an annual basis by consensus vote of all members present at a regularly scheduled meeting for which the election of the chairperson is placed on the agenda. A co-chairperson may be elected whose responsibility shall be to conduct the meetings and the functions of the chairperson in the absence of the chairperson. The chairperson and principal will consult with each other prior to all meetings and concerning all Council business. The Council shall elect a secretary. His or her responsibilities shall be to record and keep the minutes of all Council meetings, to distribute Council minutes to all active members and to give notice of all Council meetings. The Council secretary shall have the assistance of a school staff secretary appointed by the school principal, to assist with the preparation reproduction and maintenance.

All of the above officers shall be appointed on an annual basis to serve for a period of one (1)



Rainbow Book Company

P.O. Box 159
Crete, IL 60417
Tel/Fax: (800) 255-0965
Infl.:
Infl.: (800) 827-5988

QUOTE 10082250
List Name: OCT 2022 order
List #: 3013989
Sales Representative: Andrew Herbert
Date: 10/8/2022 12:56:34 PM
Bill To Code: FLWCS
Ship To Code: FLJAI

Customer Office

Janie Howard Wilson Elementary
306 Florida Ave.
Lake Wales FL 33853
United States
Phone: 000-000-0000
Fax: 000-000-0000
Contact: Sarah Walker
Email: Sarah.walker@wcharterschools.com

School Name: Janie Howard Wilson Elementary

Ship To Office
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Table with columns: Item#, ISBN, Pct, Title/Author, Dewey, AR Points, AR Level, Price, Qty, Total, Line. Contains book entries for items 2206426 through 2247282.

Table with columns: Item#, ISBN, Title/Author, Dewey, AR Points, AR Level, Price, Qty, Total, Line. Contains book entries for items 2284411 through 2247028.

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