

T.Clay Wood Elementary
Advisory Council Minutes

Thursday, May 24, 2012 • The Library • 7:05 p.m. - 8:35 p.m.

I. Welcome by Chairperson

Karen Martin, the chairperson welcomed members.

Members Present	Linda Ashpole • Laura Barrett • Andrew Buchheit • Mary Beth Crowder-Meier • Amy Gibson • Stephanie Griffin • Richard Hansford • Katey Humrighouse • Melanie Kynard • Karen Martin • Bill Muirhead • Maureen Ochs • Stacie Mulholland • Elizabeth Paiz • Cindy Probus • Gela Russell • Ryan Sanfilippo • Melissa Yuditsky
Members Not Present	Kelly Davis • Brian Howard • David Johnstone • Meeta Patel

II. Review/Approval of April 2012 Minutes

April 2012 Minutes were approved.

III. Citizen's Time

No community citizens spoke during the open forum time.

IV. Superintendent Advisory Council Report

Karen Martin reported on the *Superintendent Advisory Council Meetings* for April and May 2012. The notes for each are listed below:

- **The Annual Report:**
 - The Council wrote the annual report that will be submitted to the Superintendent in July. The report included information such as:
 - **High School Career Development:** What can we do in school(s) to ensure long-term student success in their future careers?
 - **World Languages:** How can we begin to introduce languages in the elementary (especially at the kindergarten level)?
 - **Signet:** How do we increase Signet participation in the upper grades?

The group will be meeting again in October to debrief about the report. The official report should be linked on the PWCS website by September/October.

V. PTO Liaison Report

PTO Liaison Laura Barrett briefly discussed the current PTO calendar and the latest events. A few of the highlights were:

- **June Funds Report:** In June the PTO will be sending out a comprehensive list of all of the monies raised over the course of the year and where money was spent/allocated for projects.
- **2012-2013 Fundraisers:** For the upcoming school year it was agreed that there would be two big fundraisers and one major fun event in order to ensure that donation fatigue is not an issue.

VI. Chair’s Time

Karen Martin led a discussion on several topics related to the upcoming Advisory Council year. The major events are noted below:

- **Bylaws Review and Approval:** Minor updates were made to the bylaws and approved by the committee.
- **Next Year’s Meeting Dates:**

September 6	October 25	November 29
January 24	February 28	March 21
April 25	May 23	

- **Monthly Topics:**
 - **October:** State of the school, budget, and projected headcount.
 - **November:** Strategic Plan (We will have test scores this year so we should be able to make adjustments)/Needs Assessment.
 - **January:** Discuss potential questions for the School Board.
 - **February:** Invite School Board Representative Gil Trenum to the meeting in January so he can attend this February session.
 - **March:** Budget for the 2013 school year, solicit new members, talk about elections.
 - **April:** Officer elections, potential budget review, strategic planning.
 - **May:** Concluding meeting, invite new members, create agenda/calendar for the next year.
- **Plan, Do, Study, Act:**
 - We worked as a collective group to develop our concern areas (red), our “somewhat” concern areas (yellow) and our areas of excitement (green). We will use this list in developing our strategic plan.

Red

- Science supplies for the classroom
- Lack of foreign language at the younger grades
- Budget cuts
- Large class size
- Concern for portable classrooms
- PTO Liaison & Room Mom (requiring parents to be both is concerning)
- Use of SchoolFusion by teachers

Yellow

- Professional development for staff
- Boundary issues/overcrowding
- Creative/Skilled writing lab (Writing Club)
- SOL Stress
- Fundraisers
- Lost & Found
- Playground Equipment

Green

- Excellent communication
- Nurturing environment
- Positive atmosphere
- PTO=great support
- Switching classes for subjects (Meeting different students)
- Idea of fewer fundraiser
- Patriot students here
- Library/Amazon donations
- PTO Community
- Curriculum & Teachers

VII. Principal's Time

Andrew Buchheit, the principal, offered some final important dates for the school year.

- **June 1:** Library books due
- **June 4:** Science day
- **June 5:** 5th Grade SOL
- **June 6:** 4th Grade History

VII. Advisory Council Representative Time

In general there were not major concerns; however, New Bristow Village is concerned about the boundaries presented in the opening of the K-8 school.

VIII. Upcoming Meetings

The next meeting date is: Thursday, September 6, 2012.

X. Adjournment:

The meeting was adjourned at 8:35 p.m.

TCWES School Mission: A Community of Leaders and Learners Achieving Excellence