

T. Clay Wood Elementary
Advisory Council Minutes

Thursday, April 25, 2013 • The Library • 7:05 p.m. – 7:57 p.m.

I. Welcome by Chairperson

Karen Martin, the chairperson, welcomed members.

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

II. Review/Approval of February 28, 2013 Minutes

The minutes for February 28, 2013 were reviewed and they were amended to reflect the following changes:

- Change from January 24, 2012 minutes to February 11, 2013 minutes as well as spelling corrections.

III. Citizen's Time

No community citizens spoke during the open forum time; however, we did discuss the process for citizen's time. Ms. Mulholland, *Second/Third Grade Representation*, requested that we evaluate the process for citizen's signing up and speaking [Additional information regarding this can be found in the Chair's Time]

IV. Chair's Time

We discussed the following topics during the Chair's Time:

- Citizen's Time:** After discussion and a vote the group decided that *Citizen's Time* would still be open to all community members without advanced notice; however, through the *Timberwolf Times* and SchoolFusion parents/community members will be encouraged to sign up at least 48 hours in advance in order to ensure ample preparation time. There were no updates to the bylaws in order to make this addition.
- Next Year Outlook:** This next school (2013-2014) year the Advisory Vice-President will be Ms. Scarce. Moreover, Ms. Ochs will be taking on the role of Secretary. In addition, six current members will stay on as members for next year in order to ease the transition.
- Superintendent's Advisory Council on Instruction (SACI) Report :** At the Superintendent's Advisory Council meeting in April the organization reviewed topics surrounding the introduction of world languages earlier, the leveling of mathematics at the elementary level, home practice at the high school level, and the participation of students in the Gifted and Talented (Signet) Program. These topics were ones that appeared in the 2012 SAC/SACI Annual Report and will again in the 2013 version.

Furthermore, the group looked at the Prince William County's school safety and security measures. It was noted that construction to area schools will be occurring over the next year in order to ensure that visitors will have to go through the main office prior to entering the school directly. Furthermore, the county is looking at creating a public address system that alerts the entire school at once if there is an emergency. In addition, there have been discussions about moving to a key code system throughout schools. Lastly, the group did update its bylaws.

V. Principal's Time

Andrew Buchheit, the principal, discussed the following topics:

A. Upcoming Events:

1. Wellness Day • April 27
2. Volunteer Thank You Luncheon • April 30
3. Talent Show • May 10
4. Standards of Learning (SOL) Assessments • Beginning in May

B. School of Excellence: T.Clay Wood Elementary School was named a *School of Excellence* based on the achievements seen in the 2011-2012 school year. Area leaders visited TCWES in order to present this outstanding achievement.

VI. PTO Liaison Report

During *Principal's Time* the upcoming events were mentioned.

VII. Advisory Council Representative Time

Council members did mention the exceptional efforts of Science/Drama teacher Mr. Dove for his organization of the grade-level plays and presentations.

VIII. Upcoming Meetings

The next meeting date is: Thursday, May 23, 2013.

X. Adjournment:

The meeting was adjourned at 7:57 p.m.

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