

T. Clay Wood Elementary  
Advisory Council Minutes

Thursday, May 23, 2013 • The Library • 7:05 p.m. – 8:55 p.m.

**I. Welcome by Chairperson**

Karen Martin, the chairperson welcomed members. Guests introduced were Officer M.A. Scarsella, Patriot HS Resource Officer and Chad Cavender, Patriot HS Administrative Intern.

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

**II. Review/Approval of April 25, 2013 Minutes**

The minutes for April 25, 2013 were reviewed and they were amended to reflect the following changes:

- Upcoming Meetings: change date to 5/23 and change III to VIII.

All changes were accepted.

**III. Citizen's Time**

- OFC Scarsella told us that he is at Patriot 80% of his time. He is always available by calling 3020 at Patriot HS.
- He discussed the neighborhood concern over traffic and speeding.

**IV. Chair's Time**

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

**A. Superintendent's Advisory Council on Instruction (SACI) Report:**

1. Melanie Kynard provided handouts on SACI presentations – asked that all questions be emailed to her.
2. Gave the following topics for the Annual Report:
  - a. Finalizing the report
  - b. Elementary skills concerns (ability groups)
  - c. Technology for HS and older schools
  - d. HS career counseling concerns
  - e. SIGNET participation at MS
  - f. World language development to begin in ES
  - g. Homework loads, specifically in HS specialty programs

- h. Safety and security – retrofit front entryways
- i. Overcrowding at schools
- j. Capital improvements and infrastructure
- k. Curriculum concerns – site based management issue
- l. Communication tools for families
- m. High marks for teachers and staff
- n. School enrichment opportunities – share these from school to school

**B. PTO:** Fun Run raised over \$17K! Summer carnival on June 8. There is a new PTO board.

**C. Elections:** See attached for 2013-2014 member listing.

**D. PDSA Activities:**

- 1. Transportation concerns – routes, driver substitutes.
  - a. Should not be changes – they are radioed in to schools
  - b. Parent Point of Contact for this is Vivian Rosoldi at PWCS
- 2. SOL pressures
- 3. Support for K assistant teachers is appreciated
- 4. Friendliness and strength of school administration
- 5. Fusion Pages are helpful
  - a. 4<sup>th</sup> and 5<sup>th</sup> only cover primary teachers
  - b. Teachers should announce updates to pages
- 6. Positive school environment
- 7. Parent participation has decreased

**E. Calendar for 2013 – 2014:**

September – New training and SOL results

October – IT briefing and budget needs assessment

November – ELA briefing/Encore briefing

December – No meeting

January – Cafeteria manager and school nurse

February – School Board and Board of County Supervisors representatives

March – Review PDSA, Red/Yellow/Green exercises, budget, risk management

April – Officer elections

May – Representative elections

**V. Principal's Time**

Andrew Buchheit, the principal, discussed the following topics:

**A. Staffing Updates:**

1. Student enrollment brought decrease in budget of \$50,000
2. Increased SPED staff from Ellis ES
3. Specials will include: Art, Music, PE, PE, Drama, Math/Science/Library

**B. Need SACI representatives for both Primary and Alternate**

**C. Presented certificates to all members – Thank you for your time**

**VI. Advisory Council Representatives' Time**

There were no discussions – only Thank You to all members.

**VII. Upcoming Meetings**

The next meeting date is: Thursday, September 5, 2013.

**VIII. Adjournment**

The meeting was adjourned at 8:55 p.m.

*TCWES School Vision: A Community of Leaders and Learners Achieving Excellence*