

**Cape View Elementary School
School Advisory Council (SAC)
Meeting Minutes
Tuesday – November 17, 2020**

The meeting was called to order by Larissa Kollanda, Chairperson, at approximately 3:00 p.m.

Members Present via Zoom:

- Jill Keane, Suzanne Brooks, Barbara Mohr, Larissa Kollanda, Robin Berry, Sharon Thornton, Jenny Billingham.
- The agenda was reviewed, and a motion was made and approved to accept the agenda as written.
- The minutes from the last meeting were reviewed, and a motion was made and approved to accept the minutes as written.
- Mrs. Keane notified the team that there is a Parent Book in the front office to see all SAC Meeting Agendas and Minutes.
- Reviewed the School Improvement Plan (SIP) Action Steps. Specifically, for Hispanic Student Subgroup and Students with Disabilities Subgroup (see attached Agenda for more detailed information).
- Received CARES Act money for additional Instructional Assistant (IA) in Ms. Thomas class to work with Students with Disabilities (SWD).
- Also discussed action Steps for Science and Parent Involvement (see attached Agenda for more information).
- Mrs. Keane told all members that the Sales Surtax Renewal was approved on the November ballot. 68% of the voters voted yes to continue the sales tax.
- The Pavilion matching grant was approved for \$33,738. Total cost \$44,984. Construction to start in the next week.
- Parent and Family Engagement/Parent Leadership Meetings (PLM) – The next meeting is Friday, November 20. Michelle Saveley was asked to share any information at next meeting.
- Winn Dixie in the month of December is doing a Community Bag Program. If you buy reusable bags for groceries Winn Dixie will take \$1.00 out of the \$2.50 cost and return it back to the school. Wanted to let parents know and trying to get the word out to the community about the program.

- Business Partner Spotlight – Florida Lifestyle Realty provided lunch from Long Doggers to the staff and gave Halloween candy for Trick or Treat.
- Need to extend a thank you to Mr. Charlie Priddy for providing two shopping carts of school supplies for our kids. Charlie uses his own money and Kiwanis to help raise money. Raffle tickets will be back again for Thanksgiving. If want to buy one put \$20.00 in an envelope. Could win up to \$5,000 depending on how many tickets are sold.
- Business Partner Papa Vito's bought us a new washer. Need to Spotlight them for next time.
- BFT (Brevard Federation of Teachers) provided lunch boxes today for teachers. BFT Rep. is Mr. Savage.
- One of our parents asked if we were doing our usual Holiday Shop for this year. Would have to figure out manpower and how we could possibly do it safely.

A motion was made to adjourn the meeting. The meeting was then adjourned at 3:25 p.m.

The next meeting is scheduled for Tuesday, December 15, 2020 at 3:00 p.m.

Minutes Submitted By:

Minutes Approved By:



Barbara Mohr
SAC Secretary



Larissa Kollanda
SAC Chairperson

**Cape View School Advisory Council Meeting
November 17, 2020**

Welcome / Sign In	Kollanda	2 minutes
Review/Adoption of Minutes	Kollanda	2 minutes
<p>School Improvement Plan- Action Steps Instruction</p> <p>Instructional Practice specifically relating to Standards-aligned Instruction</p> <ul style="list-style-type: none"> • Adhere to the Instructional Agreements: The iReady ELA Standards Mastery assessment will be administered the last week of each 9-week grading period, it will be used as a formative assessment tool. Grade level teams will decide which two ELA priority standards will be used to plan for small group instruction and re-teach if necessary, using lessons from the iReady Teacher Toolbox. <p>Hispanic Student Subgroup Action Steps</p> <ol style="list-style-type: none"> 1. Cape View will host two professional development trainings for all K-6 teachers (one per semester) to support a culturally responsive instruction (Teachers will be charged with implementing two of the strategies learned.) 2. Provide additional ELA intervention resources to identified Hispanic Students who are performing below grade level proficiency in reading. 3. Literacy Coach will plan weekly with the Title I instructional assistant on Culturally Responsive Lesson Plans. 4. Progress monitor students, review data and provide reteach for Hispanic students. <ul style="list-style-type: none"> • Students with Disabilities Subgroup Action Steps <ol style="list-style-type: none"> 1. Literacy Coach will plan weekly with the Title I instructional assistant, review data analysis for Students With Disabilities and create a schedule to support time with students in small group settings. 2. The resource teacher will push into classrooms for additional instructional support (exposure to core instruction) assisting our Students With Disabilities. 3. Students With Disabilities will receive more intense small group instruction from an instructional assistant (funding source Cares Act dollars.) 4. Twelve in house writing mentors will be assigned to identified students With Disabilities to provide the students with feedback and strategies to improve writing. <p>Instructional Practice specifically relating to Science</p> <ul style="list-style-type: none"> • Monitor science unit assessment data during chats. This date will be used to inform future science classroom instruction. <p>Culture and Environment specifically relating to Parent Involvement</p> <ul style="list-style-type: none"> • Classroom teachers will send a Dojo invitation to parents that are not actively connected to their Classroom Dojo (this will help them to create an account). • Technology Specialist will send communication (letter) home with students regarding how to access FOCUS accounts and how to acquire a PIN access. The principal will encourage ALL parents to access their FOCUS and Dojo accounts on PowerPoint slides for Virtual Open House. 	Kollanda	10 minutes

Sales Surtax Renewal Approved- 68% yes vote • Thank you! 😊	Kollanda	2 minutes
• Pavilion matching grant of \$33, 738 granted. • Total pavilion cost \$44, 984 • Construction slated to start in the next week.	Kollanda	5 minutes
Michelle Savely: Any information on PLTM to share?	Kollanda	5 minutes
Community Bag Program (December)	Keane	5 minutes
Business Partner Spotlight! • Thank you to Christina Griffin and Jackie Griffin from Florida Lifestyle Realty, for the delicious lunch from Long Doggers. Very much appreciated by all! • Thank you, also, for the Halloween Candy.	Kollanda	2 minutes
Input (Open Forum)	Kollanda	5 minutes
Next Meeting Confirmation/Adjournment	Kollanda	2 minutes

Notes: _____

SAC Meeting Dates
December 15, 2020
January 19, 2021
February 16, 2021
March 23, 2021
April 20, 2021
May 18, 2021