



SAC MEETING MINUTES

JANUARY 21, 2016

Ben Franklin Academy
4:15pm-5:00pm

ATTENDANCE: SARAH NISBET, SEBRINA IVEY, JENNIFER GUTIEREZ-HUGHES, BILL CASTOR, BETH MARCHISIO AND BARBARA SPENCER

WELCOME/OPEN COMMENTS

TASKS

APPROVED MINUTES FROM DECEMBER 2015 MEETING

DISCUSSION ITEMS FROM THE BOARD

- Security – do no prop doors open
- Townhall meeting – February 4th – encouraged to attend
- Budget and Planned Events
 - SAC budget is used for Survey Monkey purchase
- SAC By-Laws
 - Board has comments on additional revision, primarily updating committee names that have changed
 - Bill will get the changes, but SAC focus is on the Surveys at this time

PARENT STUDENT SURVEY

Parent Survey Committee: Glenn, Sarah & Beth

- Committee approved the Parent Survey, pending changes
 - Reordering the satisfaction ranking from Strongly Disagree through Strongly Agree to Strongly Agree through Strongly Disagree
 - Changing the calls and emails are returned “within 48 hours” to “within a timely manner” to get a better understanding of if the 48 hours is an adequate policy
- Next year we will add a question regarding satisfaction with grade level websites (transition from individual teacher sites)
- Survey to be live by Parent-Teacher Conferences, potential for Student volunteers to monitor the tables set up with tablets for survey
- GYM and hallway locations to capture a larger pool

- Board must approve the survey as well, and has discussed possible special meeting after our approval of final version

Student Survey Committee: Susan, Jenn & Sebrina

- Sarah to send Sebrina her template for the process document

SAC ELECTIONS

- SAC will have openings in May including Glenn and Jenn, who have term limits.
 - Will need Chairperson
 - Will need someone to attend DAC
- Need to publish exact openings and terms, we believe Glenn has record of positions

UIP UPDATE

- Barbara provided an update that they have essentially completed what they can
- State CDE is still unclear on the approach

POLICY REVIEW

1. Inventory

- No comments on content of the policy at this time
- Question to Bill on who ensures compliance with the policy, is there an audit? Is the primary focus on the technology pieces?

REPORT FROM DISTRICT SAC

Jenn provided written meeting recap from the last meeting

There is a State meeting coming up with Charter School Group breakout for the first time

MEETING ADJOURNED