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SAC MEETING AGENDA  
SEPTEMBER 17, 2015

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

**ATTENDANCE: GLENN ROPER, SARAH NISBET, SEBRINA IVEY, BARBARA SPENCER, JENNIFER GUTIEREZ-HUGHES, BOB BARBER, BETH MARCHISIO, SUSAN FUJII, AND BILL CASTOR**

**FIRST MEETING OF 2015/2016 SCHOOL YEAR**

Committee member introductions and welcome

**TASKS**

**SAC BY-LAWS**

By-laws on the website were not signed and not clear that the revision/approval date online was correct, so the determination was made to readopt the by-laws and submit to the board for approval and confirmation that the by-laws we have in place match what the board believes we have. Bill will confirm with the board.

SAC By-laws make reference to potential for student members. With the formation of the Student council we may attempt to rotate student members through the SAC committee meetings.

**REVIEW SAC TRAINING MODULE**

No questions or comments

**PARENT AND STUDENT SURVEY**

In an attempt to create a smoother survey process this year, committees were formed to focus on each of the surveys

- Parent Survey Committee: Glen, Sarah & Beth
  - Survey window in February 2016 including conference nights 9<sup>th</sup> & 11<sup>th</sup>
- Student Survey Committee: Susan, Jenn & Sebrina
  - April 2016

Committees will create a process document to provide a plan for future years.

Glen will attempt to find the surveys from last year.

**BOARD UPDATE**

The Board noted the absence of a SAC report at their September meeting; however, knew that it was due to the SAC not meeting in August. Want to be sure that SAC has a plan to keep up with policy review – Bill to provide an up to date schedule of planned policy review so SAC can provide timely comments.

**UIP UPDATE**

UIP is required for this year (believe timing will be January draft and March/April final); however believe it will use internal data (STAR & NWEA) due to unavailable PARC & CMAS results.

Barbara and Bob reviewed the STAR & NWEA test results with the committee. Focus on growth overall and for individual students.

**POLICY REVIEW**

1. Environmental Education - policy was reviewed. No comments at this time

**REPORT FROM DISTRICT SAC**

Written report to be submitted