

SAC MEETING MINUTES

August 25, 2016

Ben Franklin Academy

4:15-5:00pm

ATTENDANCE: SARAH NISBET, METTE CASTOR, CINDY BRAWLEY, BRYAN MOLEN AND BARBARA SPENCER

WELCOME/OPEN COMMENTS

MAY SAC MEETING MINUTES UNANIMOUSLY APPROVED WITH THE FOLLOWING CORRECTIONS:

- Add “S” to Sarah’s name in item #2
- Delete “r” in spelling of Mette’s name in item #3
- Add “i” to the spelling of “liaison” in item #3

REPORT FROM DISTRICT SAC

- Douglas County School Board will begin to listen to recommendations from DAC
- Town Hall Meeting – discussion of survey and results

TASKS

1. REVIEW BYLAWS

- BFA SAC Bylaws do not mirror district DAC – discussed the interpretation of district “SAC Membership & Officers” item #6. Sarah will be looking for clarification
- Teacher Representative cannot serve as Vice-Chairperson – Sarah proposed that Mette Castor assume position of Vice-Chairperson of BFA SAC to mirror district guidelines
- Amend bylaws to consistently use Roman numerals or numerical numbers
- Amend Section 6 (A) (2b) to reflect district guidelines
- Amend “reviewed by” date in corner
- Sarah will make changes, vote on changes at September meeting

2. STUDENT SURVEY

- Change results to percentage results as opposed to weighted results
- Change homework options to be consistent throughout all grades

- Conduct survey of electives immediately following completion of each elective as opposed to waiting until the end of the year (Diana Simpson to conduct survey). This will be removed from our survey

3. UIP UPDATE

- Haven't had an update as of yet

4. POLICY REVIEW

- Board of Directors Conflict of Interest Policy – No comments, no recommended changes
- Student Attendance Policy
 - Page 3 – add the words “seven” and “five” in last paragraph regarding student tardies/truancy

SAC to review Document Retention, Enrollment Policy and Environmental Education Policy in September

5. SET UP SUBCOMMITTEES

- Sarah recommended Beth Marchisio be on the Student Survey subcommittee
- Sarah will oversee both committees
- Recommend that subcommittees meet separately

6. ADDITIONAL BUSINESS

- Sebrina Ivy resigned – need to find replacement
- Waiting to ask Kathy Chase to join until we've heard back from Ann Citrin regarding PTO member appointment
- Verify how long Susan Fuji has been community rep member of SAC. If this is her fifth year we will need to find a replacement – possibly Sarah's neighbor

MEETING ADJOURNED