

CORNERSTONE CHARTER ACADEMY

SCHOOL ADVISORY COUNCIL

APPROVED MINUTES

November 8, 2011

Meeting was called to order at 6:04 p.m.

Attendance

Administration Present: Dr. Ron Large, Principal and Maaiké Burr, Assistant Principal

Teachers Present: Paula Downey, Michelle Casey

Teachers Absent: Eloisa Cruz

Parents/Community Present: Doraine Melton, Elizabeth Olson, Anne Spivey, Kimber Liu, Leila Brihoum, Melanie Petersen, Tina Robers, Maureen Sowers, Mike Schuppner, Cathy Mestre, Sharon Espinosa, Melanie Judy, Donna Wright, Donis Gomez (Karinne) Wright

Students Present: Tamara Brihoum (Senior)

Parents/Community Absent: Carolina Fernandez, Rosa Deeb (excused), Lynn DeJarnette (excused)

Guests: Melinda King, Whitney Brandt

Chair Report

SAC Chair Doraine Melton made a call for additional agenda items. The following items were added - progress book for the Upper School, the return policy for All Uniform Wear, Angel Tree, middle school uniforms and middle school lockers.

Charitable donations

SAC Chair Doraine Melton stated she has not yet had the chance to research any of the community organizations discussed at last month's meeting. A collection was taken from SAC members who wished to contribute to the charitable donation fund. A total of \$27 was collected to go towards sponsoring a Christmas basket through Community Food and Outreach Center.

Vice Chair Report

The current balance for the School Improvement Fund is \$2450.01. A deposit was received in the amount of \$250. Spirit shirts were purchased in October for \$1453.74. Spirit shirts sold well. Another spirit shirt order will be taken after the first of the year.

Anne Spivey was given the \$27 collected at tonight's meeting to place in the petty cash fund.

Secretary Report

All committee members acknowledged receiving a copy of the draft minutes from the September 13, 2011 meeting. No corrections were noted. A motion to approve the minutes was made, seconded and passed.

Staff Report

Administrative Report: Dr. Large stated the theme for homecoming will be Mardi Gras. Homecoming week is November 28th – December 2nd. Events include a K-12 homecoming court, a powder puff game, a boys' basketball game, and a pep rally.

School funding has been heavily cut this year for all public schools. Due to budgetary constraints, Michelle Casey will be filling the role of Guidance Counselor for the remainder of the year. OCPS is aware of the situation and will provide support to Mrs. Casey as needed.

Dr. Large passed out a handout that pertains to teacher evaluation criteria. Administrators will be undergoing training on how to implement the goals of the Marzano Art and Science of Teaching Framework. This is the framework that was selected by OCPS. The two major goals for this year relate to establishing classroom routines and organizing the physical layout of the room. Eventually teacher pay will be based on this evaluation. Teachers are being observed for learning goals and scales. Feedback is provided so teachers are aware of how they are doing in meeting the identified goals.

The School Improvement Plan was approved by the Cornerstone School Board at the last meeting on October, 26 2011.

School traffic patterns are being looked at by the Belle Isle Police Department but no decisions have been made at this time. The school is considering ways to improve safety during Upper School drop-off in the morning.

Teacher's Report:

Lower School Report (K-5): Paula Downey reported that 4th grade is going on a field trip to St. Augustine in December. The cost is \$50 per person and there are approximately 10 students who cannot afford to pay. Melanie Petersen suggested money be used from the \$5000 the school will be receiving from the Kleenex Field Trip fund. Whitney Brandt stated that is a possibility but the money has not yet been received. She also hasn't received documentation about the criteria for how the money from Kleenex can be used. SAC Chair Dorraine Melton recommended SAC cover \$35 per person to help defray the costs. The parents will need to pay \$15 in order to be eligible to receive SAC funds. A motion to approve \$350 of SAC funds was made, seconded and passed.

Grades 3-5 will be doing mini assessments, which are a shorter version of the benchmark assessments done at the end of September. The assessments will be done in December.

All students in K-12 have been working on monthly writing prompts. The ultimate goal is to help improve FCAT writing scores. The topics the students write about tie into character traits in their Stephen Covey planners.

Teachers have been learning how to match students to appropriate texts in AR.

Upper School Report (6-12): Michelle Casey relayed mini assessments are also being done in grades 6-12. Assessments are being held in the areas where weaknesses were identified. In 8th and 10th grade there has been a focus on writing skills. An after school tutoring program has been started for middle school students. A letter was sent home to parents about the program. The program is voluntary.

November 29th is the tentative date for College Night. The event is for High School junior and seniors. Staff from Academica will be coming to help Mrs. Casey with the event. Information about Bright Futures has been given to all seniors.

A science fair for grades 6-12 will be held after the first of the year.

Old Business:

School Improvement Plan: SAC Chair Dorraine Melton reiterated the School Improvement Plan (SIP) was approved by the School Board on October 28, 2011. A copy of the SIP was sent via email to all SAC committee members. A hard copy of the SIP was available for review during tonight's meeting. A motion was made, seconded and passed to post the SIP on Cornerstone's website.

The plan will be to start working on next year's SIP in May 2012.

New Business:

Campus Safety and Security: Sharon Espinosa is proposing that volunteer crossing guards be placed at the Fairlane crosswalk. She is waiting for final approval from OCPS about whether volunteers can be used in this capacity and, if so, what training is required.

Anne Spivey volunteered to gather preliminary information about entrance card security systems.

SAC Chair Dorraine Melton expressed concern about parents coming into the elementary school building to go to the clinic to pick up their children. She expressed a desire to have the clinic located in an area where there is a separate entrance and exit. At this time, there is no other location to house the clinic. Mrs. Downey emphasized that parents are buzzed in by elementary school staff and monitored until they leave the school with their sick child.

Upper Academy: Since Cornerstone is paying for dual enrollment text books, student representative Tamara Brihoum proposed that students return the books at the completion of the class. The books would be available through a lending library so if future students need the books, they will be available. Dr. Large was in agreement with this. Mrs. Casey stated she will make sure this is discussed with the students.

Sharon Espinosa indicated that teachers in the Upper School are using a variety of websites to post class information. Dr. Large said there is not a requirement that all teachers have a website. However, Progress Book is required and that is an area to explore. He acknowledged teachers would benefit from training on the advanced features available for them to use.

Tina Robers inquired if middle school students will eventually get lockers. Dr. Large indicated that the school does not plan to utilize lockers.

Angel Tree: Whitney Brandt asked if SAC would like to be a part of organizing a holiday Angel Tree for families at Cornerstone in need. Honey Baked Ham has offered gift cards at a reduced rate that can be purchased and given to families whose children are on free or reduced lunch. Anne Spivey and Leila Brihoum offered to work with Whitney on this project.

The following agenda items were tabled for a future meeting:

Science Special for 2012-2013
Standardized Grading System
Electronic Books
Middle School Uniforms
The Return Policy for All Uniform Wear

The next meeting is scheduled for January 10, 2012.

Meeting adjourned at 8:04 p.m.