

**October 2023**  
**Meeting Minutes of**  
**Crookshank Elementary School Advisory Council**

<b>Date: 10/9/2023</b>	<b>Location: Media Room</b>	<b>Time: 4:00 pm</b>
<b>Rachael Miller</b> <i>Chairperson</i>	<b>Patrick Roach</b> <i>Principal</i>	<b>Allison White</b> <i>SAC Treasurer</i>
<b>Brian McElhone</b> <i>ECS</i>	<b>Tara Acs</b> <i>Secretary</i>	<b>Lynne Sykes</b> <i>Recording Secretary</i>

**Participants and**  
**Members in Attendance:**

<b>Member Name</b>	<b>Present</b>	<b>Member Name</b>	<b>Present</b>
Patrick Roach, Principal	x	Rachael Miller, Chairperson	x
Allison White, Treasurer	x	Lynne Sykes, Recording Secretary	x
Frani Heilman	x online	Shawna Erwin	x online
Melissa Gullo	x	Krystal Ferrel	x
Brian McElhone	x	Jennifer Gurick	x online

**Teams Meeting Link:** #267 005 735 279  
Passcode: RXK2dT

Motion to start by Rachael Miller  
Seconded by Melissa Gullo

**Call to Order:** 4:03 p.m.

I. **Principal's Update**, by Patrick Roach, (condensed for recording):

Tutoring - We are starting our tutoring this year K-5. After this years' Kindergarten Data Chats, 40 kids are expected. Four days a week instead of two like last year. (Mon., Tues., Thurs., and Fri., 7:30-8:00 a.m.) Anyone can join for tutoring. Which is why we need as many teachers as we can get to participate! Right now, we have three teachers, I hope

to have at least six or seven more teachers by next week. Tutoring will run through March and will start on the 23<sup>rd</sup> of October. Letters home with information will go out next week.

Openings - We still need a few positions filled, an ESE Para, a PreK Para, and a General Paraprofessional. The last being open on the 23<sup>rd</sup>.

Fall Data Chats - We started our Fall Data Chats last week with kindergarten teachers. Next week, 1<sup>st</sup> through 5<sup>th</sup> grade will start. We were able to talk about every child, those who are on grade level and below grade level and share ideas and strategies.

Buddython - Results are out, we raised almost \$9,000! (\$8,960 to be exact). It was a little less than last year's fundraiser but a very good amount for this year's students, teachers, and staff. Other schools with our demographic made less so we are grateful.

You've Been Caught Roaring – Has begun and the winning four kids and four adults will win a shirt for showing their best, PAWS; Personal best, Acting Responsibly, Working with Others, and Showing Respect as voted by their peers and teachers. The winning children will receive a Publix lunch box and be able to eat with Ms. Thomas and Mr. Roach. This will be a monthly event for our PBIS initiatives for the rest of the year.

Tie Tuesday is tomorrow 10/10 and every week thereafter for the year. This is a day to add some fun and spiff up our Tuesday. Remind your students and parents.

## II. **SAC Chair Updates**, by Rachael Miller-Chairperson

- Motion to Approve the last month's Minutes of the Meeting by Ms. Miller. Seconded by Melissa Gullo. Approved.
- An updated and revised set of Bylaws were emailed to the staff and attendees last week. Any questions or comments? - We discussed meeting attendance by voting members. All funds' requests be requested through SIP's rules. Special Committees portion will be omitted. We need more parent participation. There is a clause that voting members must be 51% non-district employees so we must increase parent participation. Petitioning for more parent volunteers was discussed. Principal Roach will put out a request on Messenger. Frani was asked to ask all her PTO contacts also. McElhone suggested offering to feed attendees and participants in our SAC decision making processes.
- Rachael Miller motioned to Approve the revised Bylaws. Seconded by Melissa Gullo and all people present. Approved.
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- SAC needs voting members to join the team! Please email Rachael Miller to volunteer.

III. **SAC Treasurer Report,** Allison White, Treasurer

**Beginning Account Balance: \$4,917.78.**

No requests or expenses to note this month.

A discussion was held to discuss possible ways to get the word out that funds were available. Principal Roach will attach the request form to the next Teacher newsletter.

IV. **Questions, Concerns or Comments?** Rachael Miller wants to remind everyone that 5<sup>th</sup> grade is fundraising for their graduating celebration. Please buy a \$1 World's Finest chocolate bars by asking a Fifth Grade teacher.

It was also suggested they have a Krispy Kreme fundraiser.

Ms. White wants to help improve the science curriculum.

**NEXT MEETING:**

**November 13th, 2023 @ 5:30 pm Meeting Location: School Cafe**

VI. **Adjournment:**

Motion to adjourn by Rachel Miller.

Seconded by Melissa Gullo, Approved. Meeting ended at 4:26 p.m.

**Lynne Sykes**  
**Recording Secretary**  
**Crookshank Elementary**  
**School Advisory Board**

**Date Recorded**

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**Date of Approval**