

September 2024
Meeting Minutes of
Crookshank Elementary School Advisory Council
Participants and
Members in Attendance:

Patrick Roach, Principal	Allison White, Chairperson
Vacant, Treasurer	Lynne Sykes, Recording Secretary
Tish McMahan	Heather Siegman
Melissa Gullo	Jen Farrow
Annie Oxarart	Maria Moreno
Nicole Cassidy	Melissa Williamson
Claire Heffernan	Denishia Craven

The Meeting was held only in person in the Crookshank Café.

Motion to begin the meeting by Allison White.

Seconded by Jennifer Farrow.

Call to Order: 6:23 p.m.

- I. **Principal's Updates, by Patrick Roach** – These updates were expressed during the prior PTO Meeting and are condensed here.

Title I - Is the largest federal assistance program for our nation's schools. The goal of Title I is to address the academic needs of students and to assist them in meeting their state's academic standards. The program serves 16 schools in St. Johns County including eligible students in 3 non-public schools.

The Florida Department of Education receives funds from the federal government. Districts receive Title I funds from Department of Education, and the school district distributes these funds to schools based on the percentage of children eligible for free/reduced price lunch; however, students do not have to be from low-income families to receive help.

Title I Supports John A. Crookshank by providing:

- Additional staff members
- Academic programs: Dreambox

- Technology (laptops)
- Parent Involvement activities & supplies
- Academic software: Typing.com
- Academic Tutoring: Before School

Title I Schoolwide Planning – First: Input from school, family, and community members determine how Title I funds are used based on a needs assessment. Second: Please attend meetings/trainings and complete surveys to provide input on Title I funding. Third: All Title I schools must document that parents are involved in the schoolwide planning process.

Working Together for Student Success - As a Title I parent you have the right to be involved in the development of the following plans and documents for our school which can be found on our website or available in print upon request.

1. School Improvement Plan (SIP)
2. Parent and Family Engagement Plan (PFEP)
3. School-Parent-Student Compact
4. Through School Advisory Council (SAC) and parent meetings

Parent's Right to Know - As a parent of a student attending a St. Johns County Public School, you have the right to... Be provided information on your child's level of achievement on assessments in Reading/Language Arts, Writing, Mathematics, and Science.

Request and receive information on the qualifications of your child's teacher and supplemental personnel working with your child.

Be notified if your child's teacher is teaching out-of-field.

Be informed if your child is taught by a teachers who does not meet state certification or licensure requirements for four or more consecutive weeks.

- The Parent-School-Student Compact is updated every year to include parent, student, teacher, and staff input. Parent, student, teacher and staff comments are welcome at any time during the year.
- At the elementary school level, the compact is included in parent teacher conferences
The **purpose** of the compact is to foster student achievement. By signing the Parent-School-Student Compact, **Crookshank Elementary**, teachers, staff, parents and students agree to work together to share the responsibility of helping students meet or exceed state, district and school academic goals.
- Parent and Family Engagement Plan (PFEP) - Describes how the school will carry out the parental engagement requirements
- Developed jointly with parents
- Is available for review on our school website

Title I schools must:

- Provide information on how the school works with parents, community, volunteers, and business partnerships to increase student achievement

- Provide trainings to staff on effective strategies to engage parents in their children’s education
- Provide academic parent trainings designed to increase student achievement
- Explain the curriculum, assessments, and the minimum standards that students are required to meet

Accountability –

- School Report Cards
- School Grade and Overview
- Population and Enrollment
- Assessments – Academic Achievement, Growth, and Population
- Assessments – English Language Learners
- Graduation and Beyond
- Educator Qualifications and Equity
- Long-Term Goals and Interim Progress
- Accelerated Course Enrollment
- Per-Pupil Expenditures
- National Data
- Available online at <https://edudata.fl DOE.org/> or by request.

School Data – 2024-2025 Goals

3 rd Grade Reading Proficiency	58 - 62
ELA Reading Proficiency	55 – 60
ELA Learning Gains	60 – 65
ELA Learning Gains L25%	59 – 62
Math Proficiency	59 – 65
Math Learning Gains	60 – 67
Math Learning Gains L25%	56 - 60
5 th Grade Science Proficiency	51 – 59
Total – 500/800 63% A	

Florida’s academic content standards establish high expectations for all students.

Florida Standards identify what your child needs to know and be able to do in all content areas.

You may read more information by visiting fldoe.org/academic/standards/.

Your child’s teacher discussed academic expectations for your child’s grade level during Open House.

State, District & School Based Assessments –

STAR Early Literacy	K-1
STAR Reading	1-2
STAR Math	K
Cambium Reading & Math FAST	3-5
5 th Grade State Science Assessment	5
District CSA (Common Summative Assessments)	
Foundations	

Grade Level Formatives
BAS

Working Together for Student Success

Please join us at these PTO events:

Penny Wars	September 23-26
• Family Movie Night	September 26
• Boo Fest	October 23
• College and Career Day	October 25
• PTO Meeting	November 4
• PTO Fun Run	November 22
• Holiday Family Night	December 10

We encourage you to...stay involved through joining SAC, PTO, or volunteering. Communicate with the teachers and other staff regularly. Participate in giving your input for our SIP, PFEP, and Compact. Important information from your child's teacher will be shared via email. Be sure to read our school newsletter each week for updates. Visit our school website for up-to-date information.

Stay Connected - Please ensure that your current contact information is on file to stay informed about what's occurring at your child's school and in the district. Parents and guardians can receive phone calls, emails and text messages.

Thank you PAWS UP!

II. **SAC Chair Updates**, Allison White volunteered in May 2024 to Chair this committee.

The purpose of SAC is, a data-driven decision-making team to assist in the preparation of the School Improvement Plan and the school's budget, to make decisions regarding the expenditure of money (including school recognition funds), and to conduct a Needs Assessment and analyze information collected.

2024-2025 Board Members- Lynne Sykes Volunteered to be the Secretary and recording secretary. Student parent, Doneisha Craven, was nominated by Lynne Sykes for Treasurer. Both were approved by all members in attendance, no dissenting votes.

There was a discussion to encourage more member involvement and what the composition must contain. Fifty-one percent of the members must be parents and not faculty. Any other volunteer parents, and community members, please contact Chairperson, Allison White at Allison.White@stjohns.k12.fl.us or Patrick Roach, Principal Patrick.Roach@stjohns.k12.fl.us for more information. A discussion was held regarding the voting members of the SAC committee and ways to encourage participation; issuing 'sacks' filled with gifts for parents who may participate, having a table set up to sign people/volunteers at the Boo Fest and just encouraging parents to volunteer with our SAC group.

Bylaw review and amendments will also be due at the next meeting. They will be emailed by Ms. White for all to review and comment on.

III. **Treasurer’s Report, by Allison White, Former Treasurer**
Current Balance \$4,291.69

Purchases to be made using SAC funds will go through a process of approval beginning with the SAC Funds Request Form, which has been emailed to all stakeholders.

IV. **Approval of the May Minutes.** Motion to Approve, by Allison White. Seconded by Clair Heffernan and all members in attendance. Approved.

V. **Questions, Concerns or Comments?**
None.

VI. **NEXT MEETING:**
A discussion was held to make it most feasible for more participation. It was decided to be held in person and on ZOOM, October 7, 2024 Location: Media Room.

VII. **Adjournment:**
Motion to adjourn by Lynne Sykes. Seconded by Claire Heffernan. Approved.
Meeting ended at 6:49 pm.

Lynne Sykes
Recording Secretary
Crookshank Elementary
School Advisory Board

Date Recorded

Date of Approval