

November 2025
Meeting Minutes of
Crookshank Elementary School Advisory Council
Members in Attendance:

Patrick Roach, Principal	Allison White, Chairperson
Ashley Whilden, Vice Principal	Lynne Sykes, Secretary
Bridget Jeffers, Vice Principal	Danielle Arnette
Melissa Gullo	Renee Hobbs
Kaitlyn Kennedy	Heather Siegman
Megan McNeill	Destiny McNamara
Brooklyn Rigsby	

Meeting was held in the Crookshank Media Center and on Teams.

Motion to begin the meeting by Patrick Roach. Second by Lynne Sykes.

- I. **Call to Order:** 6:09 p.m. Mrs. Ashley Whilden Motioned to Approve the Minutes of the October meeting, seconded by Annie Oxarart, approved by all present.

- II. **Principal’s Updates:** Mr. Roach highlighted the research and statistics of Absenteeism and Grades, (condensed here): Higher kindergarten absenteeism results in higher absenteeism in later grades. Students who miss 10% or more of instruction in the early years are more likely to score below grade level on standardized tests throughout the rest of their academic careers. Higher kindergarten absenteeism is also linked to higher high school dropout rates. Practical Ramifications of High Absenteeism: Student absences can lead to an increased workload for teachers as teachers tend to devote time to helping students “catch-up” on missed work, particularly in the lower grades. If pervasive enough, having to work with so many students on things they missed can have a negative impact on the rest of the class (students with good attendance). Students with higher absenteeism often require more significant academic interventions, putting a strain on already limited resources.
SJCSD will strive to Build and Sustain Healthy Attendance Habits by; Communicate the direct correlation between positive attendance habits and academic performance with students, families, faculty, and staff. Make healthy student attendance habits a priority within each school’s school improvement plan. Fortify existing *WEB*, *Link Crew*, and *PBIS* programs at the school level. Embed this focus within all family communications. Collaborate with business partners, community and faith-based organizations to assist with communicating the impact of healthy attendance habits for all children. Community outreach! Sustain quarterly school-based celebrations of healthy student attendance habits. Which can be unique and organic at each school.

- III. **Chairperson Updates, by Allison White-** Review of the School Advisory Council funds and what they can be used for, (condensed here). SAC may approve SAC Funds Requests for:

conferences, travel, curricular resources, classroom supplies, etc. SAC may not approve SAC Funds Requests for: food, uniforms, stipends/supplements, permanent personnel, etc. School Recognition Funds; The staff and school advisory council at each recognized school jointly decide how to use the financial award. As specified in statute, schools must use their awards for one or any combination of the following: Nonrecurring faculty and staff bonuses; Nonrecurring expenditures for educational equipment and materials; or Temporary personnel to assist in maintaining or improving student performance. If school staff and the school advisory council cannot reach agreement by **February 1** the awards must be equally distributed to all classroom teachers currently teaching in the school.

The 24'25' School Recognition Funds Ballot was attached via email for review and comments prior to or at the January SAC meeting if we receive a higher Grade for this school year.

- IV. **Treasury Update, by Allison White, Chairperson** - Opening Balance \$1,889.09. No requests received.

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

- VI. **NEXT MEETING:**
No meeting will be held in December. **January 12th, 2026 5:30 pm**, following the PTO meeting.

- VII. **Adjournment:**
Motion to adjourn by Lynne Sykes. Second by Patrick Roach. **Approved.**
The meeting ended at 6:37 p.m.

Lynne Sykes
Recording Secretary
Crookshank Elementary SAC
Date of Approval

Date Recorded