

## ROBERT E. WILLIS ELEMENTARY SAC MEETING

April 28, 2014

Present: Kristan Schwab, Bill Stenger, Connie Dixon, Stephanie Hefner, Terri Rampinelli, Denise Herrera, Jillanne Conelias, Chris Robertson, Hedy DiCarlo, Tricia Eckstrom, Jill Fallon, Lisa Marie Albano, Christine Bradford

Call to order—The meeting was called to order at 6:03 pm by Kristan Schwab.

### Old Business

- Minutes—A correction to the March 17, 2014 minutes was requested to reflect that the Dress Code Policy read as follows, changing the word “may” to “must.”  
“Any items worn under uniform clothes that are intended to be visible, such as a long sleeved t-shirt under a short sleeve polo shirt, must be solid appropriate uniform colors for the item under which they are worn.”

Motion by Christine Bradford, seconded by Jillanne Conelias to approve the minutes as amended. Motion passed unanimously.

- SAC By-Laws—A discussion ensued regarding Article VI, sub-paragraphs “C” and “E.” Proposed language was presented and after further discussion, motion by Jillanne Conelias, seconded by Lisa Albano, to revise the By-Laws as proposed and adopting the following language. Motion passed unanimously.

#### C. Vacancies:

The principal shall:

1. Fill School Advisory Council vacancies as they occur throughout the year using the following process:
  - a. The principal will determine the need to fill the vacancy.
  - b. If it is determined that there is a need, the principal will accept a nomination from the appropriate group (e.g. teacher, education support employee, parent, business and community member).
  - c. Submit nomination to School Advisory Council for majority vote of approval.
2. Submit a revised list to the Superintendent for School Board approval when vacancies occur and are filled. A line shall be drawn through the name of the member to be replaced and the name of the new member will be recorded above it on the list. Revisions in other data that result from the member change will also be noted.

3. Members filling vacancies will serve the remainder of the unexpired term of the person they are replacing.
- D. Membership Term:  
Language to remain the same.
- E. Attendance:  
A member will be replaced after three (3) absences per school year.

New Business—

- SAC Election—It was agreed by the committee to extend the deadline for SAC nominations until 12:30pm on Friday, May 2, 2014. It was decided that a label announcing the extension would be placed in all student agendas, placed on the PTO website, and announced in the Willis Elementary Parent Communication email. Nomination forms are available at the school or on the PTO website.

Community Engagement Forum. Kristan Schwab announced the next meeting will be held on May 8, 2014 from 6:00 to 8:00 p.m. at Haile Middle School.

Principal's Update—Mr. Stenger reported that administration has frozen selected district accounts. There are some exceptions and a process is currently in place for use of funds.

Safety—Due to FCAT and other testing, the principals haven't been able to spend as much time monitoring pick-up line but it has been running smoothly.

Next SAC Meeting—will be May 27, 2014 at 6:00 p.m.

Adjournment—Motion to adjourn by Christine Bradford, seconded by Hedy DiCarlo. Motion passed unanimously. Meeting adjourned at 7:02 pm.

Respectfully submitted,  
Terri Rampinelli, Secretary