**Robert E. Willis Elementary SAC Meeting**

**9/22/2014**

**Members Present:** Caitlin Saviano, Kristan Schwab, Mr. Stenger, Mrs. Danowski, Jillanne Conelias, Chris Robertson, Christine Bradford, Deb Hossenlopp, Tricia Eckstrom, Stephanie Hefner

**Attendees:** Cedric Viquerat

**Call to order:** The meeting was called to order at 6:10 pm by Kristan Schwab

**Old Business:**

* **Update on Computers** – Willis received 100 new notebook computers. Grades 3, 4, and 5 will use the computers for Iready, a reading and math computer assisted program mandated by the district. Initial assessment of the program is still ongoing and teachers have found that it is taking more time than expected for students to take the assessments. Training is planned for teachers on how to interpret test results.
* **Accelerated Reading Program** – Mrs. Steiner is looking into the program which was purchased by the district.

**New Business:**

* Committee Member Lisa-Marie Albano will no longer be participating in the SAC as she is pursuing her Educational Specialist certification. At this time Mr. Stenger is reviewing to determine whether or not to fill this vacancy.
* **Business Community Representative** – Mrs. Schwab reported that Jill Fallon is no longer able to serve on the SAC and a new representative must be elected. The position requires a two year school year term (2014/2015 and 2015/2016) and an individual who does not have children attending Willis.

Mrs. Schwab contacted Terri Rampinelli to inquire if she was interested in being Jill's replacement. Terri has been part of Willis since the day the doors opened. She has worked tirelessly as a volunteer in multiple capacities and she has served on the SAC for years. Ms. Rampinelli does not have any children attending Willis.

* Dress Code – 2 specific issues were addressed
1. A female student has dyed her hair blue. Although the district’s school dress code does not specifically address synthetically colored hair, it does state that if personal attire or grooming distracts the attention of other students or teachers from their school work then the student will be required to make the necessary alterations.

Mr. Stenger will review the Willis guidelines and determine how to address the situation.

1. Some students are wearing Runners Club t-shirts to school on Wednesday. Willis students are permitted to wear these t-shirts on Friday but proper uniforms are required for Wednesday. Mr. Stenger will discuss with Coach to see how this can most easily be addressed with students.

**Principal’s Update**

* **Staffing** – Mr. Stenger reported that all Aide positions have been filled. If the teaching unit numbers hold, then an ESE Teacher will be hired as a long-term substitute and an additional Aide will be hired as well.

Fifth grade teacher, Mrs. Cuervo, is now teaching Kindergarten (she will return from maternity leave in November) which brings the total number of Kindergarten teachers to 7. A co-teach model will be used for Mrs. Cuervo and Miss Ouellette’s Kindergarten classroom due to a limited number of first floor classrooms. Mrs. Cuervo’s 5th grade classroom which was on the 2nd floor will be shuffled around.

An additional 1st grade teacher will be hired to maintain the 18 students per class requirement. Interviews have begun for the position but applicant numbers are low. Mr. Stenger hopes to have the position filled by 9/29.

* **Safety** – The district has assigned Jonathan Teneny as Willis’ Community Service Officer (CSO). Mr. Teneny is an unarmed guard. He makes regular rounds of the school to ensure its security. Pamphlets on the district’s program are available in the lobby.
* **SAC Budget** – A vote was unanimously passed to use the SAC budget to pay for 2 additional Team Leaders which would bring the total number of Leaders to 8. Any remaining funds will be allocated to be used for teachers for trainings and special events. The vote was unanimous to use the budget for this purpose.
* **Update - Funds taken from the operating account by the district**

The district originally took approximately $65,784 from Willis’ internal account with the promise to pay the money back using the following payment schedule:

33% - 8/2013

33% - 7/31/2014

Remainder - 7/31/2015

It’s required that all monies must be placed back into the same accounts they were taken from. *For example, if $5k was taken from the music account back in 2013, then, $1650 must be returned to that account from each reimbursement totaling the $5k*

Willis has received the first 2 payment reimbursements as outlined above.

Next SAC meeting is scheduled for October 27th at 6pm. We will be using this meeting time to review the Willis Operating Guidelines.

**Adjournment: Motion to adjourn by Christine Bradford, seconded by Kristan Schwab. Motion passed unanimously. Meeting was adjourned at 7:40 pm.**

**Respectfully submitted,**

**Caitlin Saviano, Secretary**