

Westland Elementary School Community Council 2016-2017

November 7, 2016

9:07–9:45 a.m.

Faculty Room

ATTENDEES: Barb, Sara, Kerri, Nikki, Neffy, Carrie, Julie

Excused: Shellie, Joi, Kelty

Guests: Sandi

AGENDA - Proposed

Welcome!

1. Minutes were APPROVED for October 2016 Meeting (via e-mail majority vote).
2. Discuss Budget & Fundraiser (if need)
 - a. Approx. \$2,500.00 is available for SCC. In the future any monies raised by SCC would be deposited in a SCC bank account separate from any school accounts. This school year 2016-17, money available to the SCC will be dispersed through the school accounts.
 - b. Barb proposed an idea to set up “Team Grants” where a team (each grade makes up a team) can apply for a Team Grant, submits the application to SCC for vote of approval or not. If approved the funds will be disbursed through the separate bank account (except this year). These funds will be supported by the SCC Fundraisers and will also be used for school leadership, assemblies, staff appreciation, etc.
 - c. Barb will create the “Team Grant” application form
 - d. Plans would include Team Grant Application period opens from Nov. 2016 through Jan. 2017. The applications then go to SCC for approval vote. Approved applications will be granted monies by April 2017. Funds will need to be spent by Sept. 2017.
 - e. Considering 7 teams (including Resource), approx. \$1,200.00 (of the \$2500.00 to be set aside for “Team Grants”) divided by 7 = \$171.00 maximum available funds per Team.
 - f. Discussed no need for a SCC Fundraiser for 2016-2017 school year. Possibly consider one in the 2017-2018 school year.
 - g. Motion to approve “Team Grant” and options for SCC Fundraiser account made by Barb – 2nd by Neffy. Voting was unanimous.
3. Discuss survey available for Parent Teacher Conf. in Nov.
 - a. Discussed sending out survey to parents in the Spring 2017
 - b. Put on Feb. Agenda when Joi is back in town to go over details.
4. Discuss & Review School Data
 - a. Discussed moving this item to Feb. when data is available from district.
5. Review & Create SIP & other plans
 - a. Discussed moving this item to Feb. when data is available from district.
6. Discuss Final Report of LAND Trust from prior year (measure & progress)

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- a. Barb passed out a Summary of 2015-2016 Trust Land Report. The growth was impressive and substantial in reading & math (see attachment)
7. Discuss & Create School LAND Trust Plan for this year
 - a. Discussed moving this item to Feb. when the data is available from district.
8. Other items for discussion
 - a. SCC column was submitted for November's school newsletter.
 - b. Log in SCC volunteer hours in computer in front office.
9. Future agenda items.
 - a. SNAP (Safe Walking) Plan, and Digital Citizenship.
 - b. F.Y.I. - U.D.O.T. gave an outstanding assembly on safety (only given every 3 years) and is funded by U.D.O.T.
10. Next Meeting – Monday, February 6, 2017 at 9 a.m. in Faculty Room
11. Adjourn

ACTION ITEMS:

Barb accepted assignments to:

- a. Create "Team Grant" application, send it out to each Team, and return the applications to SCC for approval vote.
- b. Discuss ideas for "Team Grants" and the application process in next Staff Meeting.
- c. Assist with getting Parent Survey (SCC & PTA) ready for Spring 2017 via Peach Tree, Westland's website, Sky Alert, Digital calendar, and monthly school newsletter
- d. Prepare to present School Data, SIP and other plans, SNAP, and Digital Citizenship in Feb. SCC meeting.
- e. Review and approve column for the school December 2016 newsletter from Kerri. I'm re-submitting the "Parent Invitation", since it wasn't published in the November school newsletter – awaiting Erin's response.

Kerri accepted assignments to:

- a. E-mail November Minutes to SCC for vote no later than December 2, 2016.
- b. E-mail February proposed Agenda to SCC no later than January 30, 2017.
- c. E-mail approved November Minutes and February's proposed Agenda to Shellie no later than January 23, 2017.
- c. E-mail SCC article for school newsletter to Barb for approval, then to Erin (PTA) for publishing.

Shellie accepted assignments to:

- a. Post approved November Minutes and February's proposed Agenda no later than January 30, 2017 on school website.

Neffy & Julie accepted assignments to:

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a. Communicate with Evonne (PTA Pres.) about getting the PTA portion of the Parent Survey ready for Spring 2017 Parent/Teacher Conferences.

All SCC Members accepted assignments to:

- a. Vote on November Minutes by Fri. Dec. 9, 2016 at 12 p.m. (noon) via e-mail to kerri.oakeson@gmail.com
- b. Attend next SCC Meeting on Mon. Feb. 6, 2017 at 9 a.m. in the Faculty Room.