**SAC Meeting Minutes – August 23, 2018 (Planning Meeting)**

* Meeting began at approximately 3:25 p.m.
* SAC members introduced themselves to the group.
* Sample SAC by-laws were provided and reviewed by the SAC members.
* Trish Shilling and Jessica Richardson discussed the role of SAC at Palm Valley Academy.
* Jessica Richardson discussed the School-Improvement Plan (SIP) and began sharing ideas as a group. The SIP will be shared by Jessica Richardson during the September 20th meeting.
* Palm Valley Academy SAC by-laws were discussed. Each article was reviewed by the SAC members and various edits were made.
	+ Article I – Accepted as-is.
	+ Article II – Mission/Vision of Palm Valley Academy will be added to Section I (b)
	+ Article III – Accepted as-is.
	+ Article IV – Accepted as-is.
	+ Article V – \*\*General verbal ballot will be used to induct members during our September 20th meeting.
	+ Article VI – Section 3 (a) – the school district will also receive a copy of our SAC Meeting Minutes.
	+ Articles VI, VII, IX, and X – Accepted as-is.
* Meeting adjourned at approximately 4:20 p.m.