**SAC Meeting Minutes – September 20, 2018**

* Meeting began at approximately 3:25 p.m.
* Voted in new members (Megan Hackett – motion, Matthew Underwood – second, all in favor – unanimous, all opposed – none)
* By-laws were reviewed and approved (Matthew Underwood – motion, Samantha Baker – second, all in favor – unanimous, all opposed – none)
* August meeting minutes were reviewed and approved (Matthew Underwood – motion, Samantha Baker – second, all in favor – unanimous, all opposed – none)
* General verbal vote utilized to vote all members in (Nikki Beckham – motion, Kristi Bacus – second, all in favor – unanimous, all opposed – none)
* Jessica Richardson discussed the School-Improvement Plan (SIP).
  + We are currently serving 1,290 students at Palm Valley Academy (PVA)
  + 129 staff members are currently serving these students.
  + Learning gains of our school’s lowest quartile will be a major focus (currently 56% of these students showed learning gains)
  + Teachers’ Professional Learning Community process was discussed. Teachers will have 70 minutes, each week, to plan and share data as a group. Questions addressed during these meetings include: 1. What content do we want the students to learn?, 2. how will the students show that they understand the content?, 3. what will we implement if the students are still struggling with the content?, 4. what will we implement if the students have mastered the content?
  + Capturing Kids’ Hearts
    - Positive Messaging
    - Student Leadership
* Jessica Richardson asked for a Parent Representative for Math Adoption (volunteers will send an e-mail).
* Kelly Barrera discussed various local events including Nease’s College Fair and Ponte Vedra’s Panel on the Teenage Brain.
* Music Therapy event in St. Augustine was discussed.
* Mr. Underwood motioned to adjourn the SAC Meeting at 4:20 p.m.