



**TARA ELEMENTARY
School Advisory Meeting
September 4, 2018**

Conveners

Principal Mrs. Campbell
Asst. Principal Mrs. Chinault

Outcomes

Understand the role of SAC in decisions to support student achievement
Understand membership and criteria for compliance/elect officers
Identify areas of interest for SAC involvement

Protocols

- Share your point of view
- Minimize sidebars
- Take care of yourself
- Participate!

SAC AGENDA

- **Welcome / Introductions / Sign in**
- **Role of School Advisory Council:**
- **SAC Membership Requirements**
 - Majority not employed by the School Board
 - Representation of the school's community
 - Minimum of one-year term
- **Roles and Responsibilities**

Attendance: 8 meetings a year. Attendance records are maintained as part of the meeting records. Absences are excused by notifying the SAC chair or principal prior to the meeting.

Dates for future meetings: Oct.3, Nov. 7, Dec. 5(Holiday Show), Jan. 9, Feb. 6, Mar. 6, Apr. 3, May 1

Officers: The Chairperson, Vice Chair and Recording Secretary are nominated at the first School Advisory Council meeting. Continuing Roles for School 2018-19:

Chair Person: Anthony Valentino

Chairperson shall preside at all School Advisory Council meetings, prepare agendas in collaboration with the principal, arrange advertisement of the agenda to the school community at least 48 hours in advance of each scheduled meeting, and disseminate pertinent information to members.

Vice Chair: Robyn Riddle

Vice Chairperson shall preside at all School Advisory Council meetings, support the Chair with meetings, agendas and advertising the agenda to the school community at least 48 hours in advance of each scheduled meeting, and disseminate pertinent information to members.

Secretary: Voting Today

Recording Secretary shall keep a proper record of all meetings of the School Advisory Council, including a record of attendance. The Secretary shall maintain and have available to all members at all meetings current copies of the Bylaws, previous minutes, and other pertinent papers. The Secretary shall also keep an accurate list of names, addresses, and telephone numbers of all members, indicating the status of such members (i.e. teacher, parent, etc.) and the expiration date of each member's current term. The Recording Secretary shall notify all members of School Advisory Council meetings and post minutes within one week following any meeting.

Identify areas of interest for the current school year of SAC Attendance

Request Approval of \$2,000.00 SIP Funding *Instructional Materials, Professional Development, Substitutes

Close Meeting and Encourage PTO Attendance at 6:30 p.m. in Media Center.