

**Brentsville District High School
School Advisory Council (SAC)
Meeting Minutes
Tuesday, September 17, 2024**

Call to order: 7:00 p.m.

Roll call: Sarah Chiramel, Norma Fernandez, Audrey Jacob, Sonya Jacob, Melissa Layton, Dr. Katherine Meints, Cheryl Miehl, Marlene Moody, Jennifer Pereira, Amy Poole, Bnnett Shaffer, Jan Smith, and Holly Tousha..

Approval of minutes: NA

Open Chair/Community Time: Dr. Meints noted no one contacted her to speak at Open Chair. Reminded SAC members Open Chair time is open to members also.

Old Business: None

New Business:

- Welcome – Dr. Meints welcomed everyone and thanked them for being SAC members.
- Purpose of SAC: Dr. Meints shared the purpose of SAC. Included in their responsibilities are to review data to contribute to the development and monitoring of the Continuous Improvement Plan, be informed about the budget process and approve the budget, discuss topics important to Brentsville, and keep administration informed about community concerns.
- Continuous Improvement Plan (CIP): Dr. Meints shared aspects of the process, information on last year's CIP and goals for this year. These included:
 - All schools complete needs assessment to develop a plan that aligns with the division's strategic plan. Each goal starts with a Theory of Action (if this, then this), impact goals (what expect to see and can monitor throughout the year) and implementation goals (what we will need to do to help make the impact goals happen.)
 - 2023-24 Goal Updates:
 - Learning and Achievement for All
 - Math: 10% increase in pass rates for SWD (goal was 5)
 - English: Stagnate in pass rates for SWD (goal was 4%)
 - Positive Climate and Culture
 - 5.6% drop in chronic absenteeism (goal was 2% drop)
 - Family and Community Engagement:
 - Partnership: 9% decrease (goal was 4% increase)
 - Communication: Two-way and clear communication related to school leadership; both up 1% to 86% and 89%; goal is 90% for both.

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- CIP information continued...
 - 24 – 25 Division Wildly Important Goals (WIGS) - Graduation:
 - Division goal is 95% on-time graduation rate (OGR & division was over 94%)
 - Brentsville Class of 2024 Stats:
 - 98.2% on time graduation rate (up 4.6%)
 - SPED: 97.3 OGR (up 5.9%)
 - Econ. Dis.: 97.6% OGR (up 7.1%)
 - EL Students: 94.4% OGR (up 27.7%)
 - 2024-25 CIP Goals
 - Learning and Achievement for All
 - 81% of students will pass related math SOLs
 - 82.5% of students will pass the writing SOL
 - 75% of EL students will achieve proficiency on the WIDA Access assessment.
 - In class benchmark assessments will be used to monitor student progress
 - Students will be observed (by administrators) participating in at least one opportunity to discuss, explain or write about their thinking/justification in a lesson.
 - Commitment 2: Positive Climate and Culture
 - 3% decrease in chronic absenteeism
 - Quarterly reports
 - Bi-quarterly communication
 - Commitment 3: Family and Community Engagement
 - Highly effective School Advisory Council (meet 16 of 20 benchmarks)
 - Quarterly checks against benchmark rubric
 - Communication about the purpose of SAC and SAC activities
- Enrollment/budget/staff
 - 850 Students
 - Several teachers teaching an additional section due to one teacher who accepted offer but then declined position and additional sections added
 - Budget should be good - will know more after the September 30 count
- SACI (updates and alternate needed)
 - Mrs. Pereira is the SACI representative for BDHS
 - Alternate requested – if interested, let Dr. Meints know

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- Facility updates
 - Turf grass soil research center project which will be located where current discuss event is held is well underway – plans very close to finalized; dinner Thursday to acknowledge/celebrate partnership; building slated to open in the fall of 2026The current discus field will be relocated
 - Auditorium work happening in November (lights, light board, house curtain, traveling curtains, etc. funded by division)
 - BDHS site funds used over the summer to primarily purchase new furniture (student desks and chairs)
- Meeting dates (April?)
 - All 3rd Tuesdays work save April; Dr. Meints recommends moving this to the week after spring break (April 22); please check and we can confirm at next meeting
- By-laws review
 - The division has recommended a template to streamline all schools. Dr. Meints will send old bylaws and new drafts to the council. Members are asked to review the bylaws and be prepared to make recommendations and vote to finalize new bylaws at the October meeting.

Meeting Reminders:

October 15, 2024
November 19, 2024
December 17, 2024

January 21, 2025
February 18, 2025
March 18, 2025

April 15, 2025
May 20, 2025

Topics for October meeting:

- Vote to move April meeting
- Edit and finalize new bylaws

Meeting adjourned at 7:34 p.m.