**December 19, 2023 Advisory Council Minutes**

In attendance: Mr. Slayter (Principal), Mr. Miller (Assistant Principal), Miss Tuller (K/1), Miss Llaneza (2/3), Mrs. Caulder (4/5), Mrs. El-Najjar (Classified), Ms. Ruffin (Specialist), Ms. Spruill (SpEd), Ms. Cook (Spriggs), Ms. Arauco (Minnieville), Ms. Rucker (Darbydale), Mrs. Griffis (Cardinal Station), Mrs. Caroline (Wexford), Ms. Thompson (Montclair), Mr. Martinez (Superintendent’s Advisory Council)

Motion to start meeting at 6:08 pm

* 1st Miller, 2nd Griffis

Approval of Minutes from October 26, 2023

* 1st Tuller, 2nd Thompson

Principal’s Report

* Budget Update
  + Budget has been finalized
  + What we predicted what we would get was pretty accurate
  + Salaries and other “have to spend” money about 95%; other 5% is for flex spending (paper, resources for students, etc).
  + Just over 5% for flex spending based on approved budget
  + In a good place budget wise
  + Supply closet for staff – as things diminish, resources replenished; teachers can request materials to purchase for students
  + County decides where money is allocated, school implements the budget
* CIP Update
  + Constantly progress monitoring work and re-evaluate state of the school in various areas related to strategic plan
  + Idea is that it is ongoing
  + BOY review already happened – level associate superintendent and several members of leadership team
    - Areas we have work in – reading, science, behavior
    - Making gains in all areas
    - Biggest gain was in behavior reports from last year to this year (attributed to restorative practices/PBIS approaches) - 76% drop from last November to this November
  + Chronic absenteeism rate about a week ago – 8%
  + Instructional Rounds – big data gathering event where other principals, school leaders, and teachers come to visit and go visit classroom taking notes to help us with our look fors (January 11)
    - Measure of the health of the instructional community of Montclair
* Finalize agenda planner for students
  + Agenda planners have arrived
  + Very generic template, went with lower cost version
  + In the future, will ask for teacher feedback
  + 3-5 have class sets, hoping to get feedback from each grade, template sufficient, etc.
* January – ready to bring on Security Assistant

Update on vacancies: Lake Terrapin representative; Superintendent’s Advisory Council

* No vacancies

Update about where to find neighborhood rep emails (Monty Mail, website)

* Emails on school websites
* Blurb in Monty Mail about what Advisory council

Superintendent’s Advisory

* 2 meetings so far: one a month ago and one last week
* First meeting
  + Statistics in county and weaknesses: Hispanic population and ESOL were biggest areas of growth
* Second meeting
  + Special Education
    - * Looking to increase SpEd services, increase funding
      * Increased family engagement
      * Additional training for IEP process
      * Child Find – look to identify children ages 2-5 (before Kindergarten)
    - Special Education in student activities
      * Teams that intermingle SpEd students and General Ed students
      * Inclusive environment
      * Money set aside for tournaments and opportunities for teams
    - Gifted
      * VA mandated that every school has a Gifted program
      * Parents can request a Gifted evaluation at any time
      * 60 calendar days to go through process
        + Testing with Gifted teacher, Parent input, teacher input, work samples
* Next meeting: Positive Climate and Culture, Safety & Attendance
* Any questions or concerns to bring to Superintendent’s Advisory Council – let Mr. Martinez
* Next Meeting in January (3rd Thursday of month)

Open Chair

* Cardinal Crew
  + Group of parents who have signed up to help teachers with a variety of tasks
  + Last week of December was very busy with holiday activities
  + Can send home prep or other activities to families
  + Teachers adding blurb to newsletter about what Cardinal Crew can do (help in classroom, prep work for activities)
  + Opening up to families and allowing families to become more involved

Agenda Setting

* Next Meeting: February 20th
* Superintendent’s Advisory Council
* Principal’s Report
* Vacancies for next year (look at tenure for positions for April)
* Safety – Security Assistant

Meeting Adjourned at 7:00 pm

1st Martinez, 2nd Miller