Members in Attendance Via Teams Meeting:

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| Administration | Teacher/Support Staff Representatives | Parent Representatives |
| Katherine O’Connell- present | Kourtney Williams -K-5th Rep- present    Kelsey Cravey – ESE- present | Annie Ling -present  Kami Carter- present  Sam Horowitz-present  Natalie Tenoso – present |
| District | SAC Chair |  |
| Melinda Bogart-present | Christa Ritchie - Present |  |

*Meeting was called to order at 6:31 by Christa Ritchie via Zoom*

Christa introduced herself as SAC chair

* ***Christa Ritchie does roll call to call forum*** *9 out of 11 members present*
* *Motion to pass October minutes, motioned by Kelsey Cravey, Second Kami Carter, motion passed*
* Christa Ritchie introduces new principal of CCE, Katherine O’Connell
* Mrs. O’Connell says how much she is enjoying CCE
* **Principal Update**: Mrs. O’Connell met with each team, all teams are following guidelines of curriculum, iready data is all done minus a few DLs, we will have good baseline data to look over as a school and set goals. Also met with PTO during a trunk chat, has been in all classrooms and has already made a lasting impression on students. First quarter was really successful. Some students have gone into quarantine for the first time during this school year on this date of November 2, 2020.
* **Principal Background:** 21 years teaching at Bartram Trail, has one daughter who is currently a senior, lived in Wisconsin where she served as an administrator, then moved to Florida. Mrs. O’Connell has experience in Putnam County as a principal, Assistant Principal for a High School and in Duval, a Dean at Nease High School, and Landrum Middle School where Mrs. O’Connell is coming from. She is very excited to be back in the elementary setting.
* *Annie Ling*: asks for clarification about quarantine student(s), student was exposed from an external source and the in contact with the CDC about contact tracing and return dates.
* Good contact tracing protocols are in place at CCE
* Only 20 distance learners for Q2, students overall very happy to return
* ***Allocated Sac Funds:*** roughly $8000 (8,579.05) to be used to help school improvement plan, We have a reading goal, math goal (years’ worth of growth) and a social goal that students will have their social and emotional needs met.

Ideas of how to use funds: ***a)*** purchasing scholastic news ***b****)* create a reading area near little cardinal’s nest, the book share box improvement and bench improvement ***c)*** improve the entrance of the school and lobby to make it look more welcoming.

***Mrs.O’Connell’s Idea***: 42 ipads that are going to become obsolete, perhaps buying 20 ipads for ESE or is really loving the idea of enhancing the school’s entrance. Currently, creating a family tree for the entrance of staff members for students and families to see.

* ***Melinda Bogart***: Was in an ink meeting, no requests for mini grants, schools can apply for these INK grants for ipads and Scholastics news. Can go on the website and apply, no one has applied yet! This can be a district wide, schoolwide, or classroom grant.
* Christa Ritchie will apply for the grant within ink/ Donors Choose for ipads and Scholastic news and reading garden improvements. Mrs. O’Connell will look at lobby improvement numbers; Christa Ritchie will apply for grants over the month by the next meeting.
* ***Reading Adoption:*** school receives materials, materials placed in lounge for teachers to look over, one representative from each grade level. Sam Horowitz is the parent point of contact and perspective for the possible new materials. Very strict guidelines during this process such as not being able to speak to any publishers during the adaption process for reading.
* December 7th next SAC meeting reminder
* 7:02 Christa Ritchie motions adjourn the meeting