



SCHOOL ADVISORY BOARD MEETING MINUTES

Meeting Date: October 17, 2012

Meeting Location: SRFACS Library

Recorded By: Emmanuelle Benefield

Attendance

Emmanuelle Benefield

Brian Benefield

Pascal Stricher

Jon Custer-Topai

Michelle Custer-Topai

Clemence Spita

Marina Bertrand

Kathleen Helleskov

Jennifer Schwinn

Steve Craig

Meeting Location

Address: 1350 Sonoma Avenue, Santa Rosa, CA 95405

Meeting Start

Meeting Schedule Start: 6:00 p.m.

Meeting Actual Start: 6:10 p.m.

Meeting Scribe: Emmanuelle Benefield

Approval of minutes

B. Benefield motioned to approve the minutes from the 9/19/12 meeting and K. Helleskov seconded. Unanimous approval.

Old Business

J. Schwinn briefed the Board on the roles of various positions within SAB.

Reminder to add more detail to minutes from 9/19/12 meeting:

Add the accelerated reader to minutes.

Homeworkknow website

IB Program & AP

Science specialist (add to K. Helleskov's paragraph)

Homework program. M. Stricher has contacted other district principals to find out what homework software they use. C. Spita surveyed the teachers to determine which website they would want to use.

Options presented to teachers:

Edublogs.org	14% (1)
Homeworkknow.com	29% (2)
Teacherweb.com	29% (2)
None	14% (1)
Either one	0% (0)
I need more time to decide	14% (1)

Total votes: 7 Voters: 9

Some teachers, not all, will use a website for their class.

C. Spita: Can the technology committee help us create that?

S. Craig made a motion to approve the agenda. J. Custer-Topai seconded the motion. Agenda unanimously approved.

Nominations:

Chair: J. Schwinn nominated by B. Benefield, S. Craig second.

Vice-chair: P. Stricher nominated by J. Schwinn, E. Benefield second.

Time keeper: M. Custer-Topai nominated by J. Schwinn, K. Helleskov second.

Agenda keeper: B. Benefield nominated by E. Benefield, M. Custer-Topai second.

Secretary: E. Benefield nominated by B. Benefield, C. Spita second.

Agenda

1. Parent survey. J. Schwinn explained the role and when it usually takes place: Each year, sometimes twice a year. Class representatives have worked on the survey. Copies were distributed. Survey Monkey is an online service that costs \$240 per year. It was suggested that doing surveys online is preferable to paper if at all possible. P. Stricher explained that surveys usually are done after the enrollment period in April or May. It was mentioned that not all class reps have discussed the survey with parents. It was suggested that the survey could be made with help from the Foundation's Marketing Committee. There was a consensus that a "light one-time survey be conducted, and that it be far different from the one that will take place in the spring of each year. There was a general understanding that the school is in its infancy and that survey should avoid being too judgmental, while still providing a sampling of opinion.
Parent reps have been heard. Examples of other surveys will be presented at the next SAB meeting. The issue was raised that the role of the Class Representatives be specified.
2. Priority Enrollment. J. Schwinn explained the different priority categories listed on the agenda. A question was raised regarding at which grade we will stop taking new students who do not speak French.
A vote was taken to get a sense of Board members support for the various priority line items. The Board members understood that District representative, Anna Guzman, P. Stricher and the founding members would be responsible for preparing a priority enrollment proposal to be presented to the school board.
3. 7th Grade. The issue was raised as to whether SRFACS will add 7th grade in 2013-2014. There was a feeling that the school is obligated to abide by the charter document, but it was also raised that the parameters for this proposed class be determined soon.
4. Parent contact information made accessible to class reps - B. Benefield.

Meeting End

Meeting Schedule End: 7:30 p.m.

Meeting Actual End: 7:40 p.m.

Post Meeting Action Items

P. Stricher will follow-up with the District regarding the website they use for high schools.

Examples of surveys from J. Schwinn and P. Stricher.

J.Custer-Topai and P.Stricher will meet with the Class Reps to talk about what their impressions are of a survey. SAB members have concerns about questions in the survey.

C.Spita and M.Bertrand will work on questions that could be included in a special survey.

K. Helleskov: Next meeting we will address how the survey will be used. There is a critical need for this special one-time survey to be constructive, and be very different from the more comprehensive version to be held each spring.

Accelerated Reader follow-up at the next meeting.

Next meeting's agenda: 7th grade in 2013-2014.

Next Meeting

Next Meeting Location: SRFACS

Next Meeting Date: November 14, 2012

Next Meeting Time: 6:00 p.m.