MINUTES

Bartram Trail High School, SAC

Date | time 4/11/2017 5:30 PM | Meeting called to order by Melissa Muley

# In Attendance

Kelly Pickett, Melissa Muley, Janine Bowker, Chris Phelps, Michelle Sterling, Stephen Richardson, Vicki Padgett, Sarah Padgett, Karen Pappas, Jennifer Aston, Joanie McCutcheon, Stephanie Hammett, Margaret Muley, Christine Weber

# Approval of Minutes

The minutes were read from the March 7, 2017 meeting, motioned and approved.

# Committee

Committee was given time to look over surveys. Meeting called to order by Melissa Muley at 5:35 p.m.

Review Parent/Student/Staff Surveys: no specific thoughts or comments; 46 up to 158 parent completions (improved from last year); students 141 up to 667 completions; guidance top concern (for the past 3 years), parking and testing concerns. Discussion generated about possible improvements in guidance and spreading information to students and parents, especially those in 9-11 grade. Recommendation to incorporate the LINK students to spread information as well.

# Budget

No changes, Account #805 with a balance of $16,752.11 and Account #102 with a balance of $506.92

# Principal’s Report

Presented by Principal Chris Phelps:

* Email out to staff every Sunday with pertinent information for the week ahead
* Many activities going on around campus in the upcoming days: Relay for Life, Drama is presenting their play, baseball and softball are well into their seasons, Miss Bartram, Star Awards
* Volunteer of the Year Banquet (Vicki Padgett honored at that)
* testing window started on 4/10/17-5/10/17
* AP testing 5/1-5/12, Senior Exams and then finals, we are winding down, 17 days left for seniors
* Prom assembly today, prom is 4/29/2017
* Getting ready for graduation, testing schedule is out there for everyone to see. Morning and afternoon sessions of testing.

# Announcements

Positions for next year—need to be advertised, every position must be re-nominated and voted on; position of Secretary will be vacated by Stephanie Hammett, and we need a Co-Chair for 2017-18 school year; Michelle Sterling was nominated and 2nd for Secretary, Joanie McCutcheon was nominated for Co-Chair, both treasurer and Chair positions were re-nominated. Advertisement will be sent out, voting will take place at next SAC meeting.

# SAC Fund Requests

Michelle Sterling (guidance) and Tami Treaster for funds to go to ASCA (American School Counselor Association) Annual Conference amount $2808.07, questions generated for Ms. Sterling, concerns raised from survey report that guidance is annually an issue of concern, unanimously approved for funding

# Next Meeting

Meeting was motioned, approved, adjourned at 6:27 PM

Next Meeting will be held on 5/9/2017 at 5:30 p.m. in the BTHS Media Center.