

**BOALA School Advisory Committee
Organization Meeting Minutes**

Date/Time: May 17, 2011 3:30 p.m.

**Next Meeting – June 21, 2011
Office Park Bldg 100, 5th Floor, Executive Conference Room
Bridge Line 1.866.222.6654, ACCESS CODE 606946
Bank of America Learning Academy Website:
<http://www.duvalschools.org/boala/>**

Attendees: Amy Aycock, Nancy Bufkin, Alan Due, Scott Folstein, Jose Hernandez, Suly Lopez, Debbie Luce, Felix Mon, Ashli Neace, Ingrid Sherles, Enjyi Smalls

Opening Remarks:

- Meeting started at 3:35 p.m. and Suly welcomed the group to the meeting.

Minutes:

- Suly pointed out that the next meeting date posted on the meeting minutes was inaccurate. She will correct and will forward a revised file that will replace the existing file in the school site. Jose Hernandez motioned to approve April meeting minutes after corrections. Felix Mon seconded the motion.

Updates:

- Principal reviewed FCAT writing results and indicated the results were a significant improvement when compared with the beginning of the year data in writing. It should also be noted that the bar was raised from 3.5 to 4.0 for writing from last year; 100% of the students scored level 3 and above; there were no level 1s or 2s, and 78% scored level 4 and above.
- Jose briefly described the outcome of the school board meeting. The school board did not pass a motion to close the school in a 3-3 tie vote.
- SAC is working with the Principal to improve the school balance sheet. SAC hopes to improve the financials in the school by increasing head count (revenue) without increasing expenses.
- Alan explained how the school capacity is based on the “FISH” report. This report does not exist for BOALA since the building is not owned by DCPS and current report is based on historical enrollment data. The school capacity according to the report is 179 students. A representative from facilities came to the school and mentioned that based on school size BOALA can hold up to 199 students at current setup. If we move some classrooms around we can have up to 205 students based on state guidelines.
- The Principal indicated that school enrollment next year could be up to 188 students with an additional 13 students on the wait list. The list is as follows:
 - Kindergarden-1
 - Second grade-1
 - Third grade-6
 - Fourth grade-5
 - Fifth grade-4

- Jose indicated that he formally sent Felix an e-mail to withdraw the request to Bank of America to help convert the school to a Charter school. Felix indicated that a workgroup was created to look at the options the bank had. The global human resources and corporate workspace group now has shifted its focus to find ways to continue to support the BOALA.

School Improvement Plan:

- Alan focused on the red items from the School Improvement Plan (SIP). He indicated that the student lead conferences helped immensely. Students, teachers and parents enjoyed the conferences and thought it was really beneficial. The student conferences are now a green item for SIP.
- Tardy was another item reviewed. Last year on this date we had 1,123 tardies, this year we have 475. A huge improvement thanks to the efforts put in place this year to address this issue. Alan and Ashley will work together to prepare some sort of document to congratulate parents and children on such huge improvement.
- A peer tutor program will be started next year.
- Alan indicated that the teachers selected school planners from Premier. A motion was past to purchase the planners at a cost of \$794.

Goals For SAC:

- Goals for 2011-2012 school year are:
 - UNF Mentors
 - Bank America Mentors through Bank of America Volunteers network.
 - Businesses working with students.

Volunteer Hour Tracking: Please remember to record your volunteer hours in the volunteer management tool for Bank of America Community Volunteers, formerly Team Bank of America. <https://www.cybergrants.com/boa/branch.html>

Meeting adjourned 4:30 p.m.

Minutes noted by Suly López, Secretary