

Agenda

School Advisory Council Meeting

Tuesday, October 15, 2024

5:30 Welcome

5:35 Virginia Literacy Act- Liz Beckman

**5:50 Report from Superintendent's Advisory Council-
Mr. Souble**

5:50 Open Chair

(Meeting Minutes appear below- merged by L Schalow 10/18)

Meeting Minutes

School Advisory Council

Date: October 15, 2024

Time: 5:33-6:17 p.m.

Staff Attendees

Ms. Odedra – Principal

Ms. Harrison – Assistant Principal

Mr. Hoffa – Assistant Principal

Ms. Hurt – Certified Staff Member for Grades K-2

Ms. Colley – Certified Staff Member for Grades 3-5

Ms. Ghafoori – Classified Staff Member and Parent Liaison

Ms. Beckman – Reading Specialist

Council Members

- Chairperson: Mr. Oberoi
- Vice Chairperson: Ms. Arikat
- Secretary: Ms. Harrison and Mr. Hoffa
- Timekeeper: Mr. Kryway
- Staff Representatives:
 - Classified Staff Member: Ms. Ghafoori
 - Certified Staff Member for Grades K-2: Ms. Hurt
 - Certified Staff Member for Grades 3-5: Ms. Colley
- Superintendent's Advisory Council: Mr. Soublo
- Neighborhood Representatives:
 - Breyerton: Ms. Gantar
 - Hopewell's Landing: Ms. Arikat

- Lake Manassas: Mr. Kryway
- Madison Crescent: Ms. Brown
- Somerset Crossing: Mr. Soublo
- IB Transfer Parents: Mr. Oberoi

Virgina Literacy Act (VLA)

- Reviewed that information regarding the VLA was shared at BTSN in September. Please refer to the BTSN presentations that were shared by classroom teachers.
- Shared information regarding how parents can find out more information about the VLA.
- Reviewed the VLA website – specifically the “Home Connect” section and other resources that parents can use to support their children at home.
- At home, all students can practice literacy skills using the Lexia Core5 Reading program. Lexia can be found in the students’ Clever accounts.
- Buckland Mills will be holding a Schoolwide Literacy Night in November – more information will be coming soon.

Superintendent’s Advisory Council

- Information about the first Superintendent’s Advisory Council was shared by our representative.
- At the meeting, the 2025 Strategic Plan was reviewed.
- In addition, PWCS leadership staff were introduced.
- Discussed what it means to have a highly functioning Advisory Council.
- Requirements:
 - Need to have a schedule of at least six meetings per year.
 - Review bylaws
 - Possible yearly topics to discuss would be the following: meeting participants, attendance, staffing updates, budget
- Buckland Mills is already on target to have a highly functioning Advisory Council this school year due to the following:
 - Hold two meetings so far this school year
 - Have already reviewed and updated our bylaws

- Have representation from all communities that are serviced by Buckland Mills
- A plan has been set for when the yearly topics will be discussed

Open Chair

- Responded to the following question from the Buckland Mills community:
 - How do we handle teacher retention?
- At the last SAC meeting, it was shared that teacher retention is a part of our Continuous Improvement Plan (CIP).
- Shared information about teacher movement. Teachers have left Buckland Mills for a variety of reasons such as:
 - Moving to another school within PWCS
 - Retirement
 - Career Advancement
 - School Start Times
 - Moved out of State
 - Health Reasons
 - Teacher Performance
 - Pay
 - Work/Life Balance
 - Workload
- At BMES, to ensure that our staff feel valued, we try to mitigate this as much as possible with the following action steps:
 - It is a part of our CIP this year to focus on teacher retention
 - Create a sense of belonging through team building activities
 - Approve leave for staff regardless of if it is around a holiday
 - Provide each teacher a ½ day of planning each quarter
 - Provide each teacher with an 80-minute planning block to work on IB tasks and VLA training requirements
 - Provide teachers with time during the year to work on required PD
 - Provide \$200 for each teacher to buy supplies

- Provide opportunities for monthly staff get togethers
- Create a staff committee that plans 3-4 monthly activities for staff
- Stay interviews which allow us to determine why teachers are seeking to remain at Buckland Mills
- Partner with PTO for yearly events to celebrate staff
- Monthly staff breakfasts
- Monthly staff treats
- Collaborating with the PTO to support teachers with items such as "Wish Lists" for their classrooms
- Discussed the following various opportunities for parents to be involved in our school community:
 - Attending monthly SAC meetings
 - Attending monthly Principal's Coffee
 - Volunteering at school – the PTO has several volunteer opportunities available
 - Attending school events such as BTSN, concerts, and curriculum nights
 - Attending PTO events
- Discussed how feedback is collected from staff during the year.
 - Staff feedback is gathered through surveys, both at the district and school level.
 - Feedback on surveys is reviewed and taken into consideration when ideas or strategies are implemented. We are always seeking to improve.
- Discussed the different opportunities to share concerns regarding burdens on staff
 - Administration shares concerns when they are able
 - School staff have shared their concerns regarding new initiatives that are being rolled out

Upcoming SAC Meetings

- 11/12/24
- 1/14/25
- 2/11/25
- 3/11/25

- 5/13/25
 - All SAC meetings will be held via zoom at 5:30 pm.