

**Meeting Minutes of St. Johns Virtual School Advisory Council**

<b>Date:</b> 10/21/24	<b>Location:</b> <a href="#">Online Conference</a>	<b>Time:</b> 9:00 am
<b>Christine Sikes</b> <i>Presiding Chairman</i>	<b>Angela Rumrell</b> <i>Recording Secretary</i>	<b>Emily McCullough</b> <i>SAC Treasurer</i>

**Participants:**  
**Members in Attendance:**

<b>Member Name</b>	<b>Present</b>	<b>Member Name</b>	<b>Present</b>
Ryan Erskine	x	Christine Sikes	x
Emily McCullough	x	Angela Rumrell	x
Jill Harris	x	Victoria Guttinger	x
Hilary Fisler	x	Katie King	x
Denelle Urbizu	x	Nick Vasiliades	x
Paul Villavisanis	x	Robin Lemons	x
Ryan Bozeman	x	Johanna Santinho	x
Marvin Jenkins	x	Stephanie Williams	x
Trisha McElhone	x	Emily McCullough	x
Jennifer Jacobson	x	Nanette Majors	x

**Zoom Meeting Link:** [www.tinyurl.com/sikesoffice](http://www.tinyurl.com/sikesoffice)

**Call to Order:** 9:00 a.m.

- **Motion to start:** Trisha McElhone
- **2nd:** Katie King

**I. Welcome- Personal and Professional Celebrations**

- Teacher of the Year-Sara Thornton

- School Related Employee of the Year-Marvin Jenkins
- Staff and families participated in the Jail Break 5K
- Ram Jam work time started last week

## II. **Principal Updates:** (Ryan Erskine)

- District is working on Hurricane Make-Up Days
- Harry Potter Enrichment Day will be combined with December Enrichment Day
- Ram Jam work is a way to assist student learning gains and test prep

## III. **SAC Chair Updates** (Christine Sikes)

- SAC- SAC is a "diverse set of stakeholders established through Florida law, with the shared goal of increasing student achievement in a safe learning environment"
  - SAC Responsibilities-
    - Give Feedback on School Improvement Plan
    - Decide jointly with staff and SAC Team how School Improvement Funds are spent
    - Assist principal with school budget
  - Sunshine Law- SAC meetings are public meetings and subject to the government in the Sunshine Law, ss.286.011
    - Reasonable notice (7 days) of all meetings must be provided (agenda 3 days) and published in writing
    - All meetings at which discussions, deliberations and formal actions must be open to the public
    - Meeting Minutes must be recorded and published
    - Any SAC member that knowingly attends a meeting not held in accordance with Sunshine Law is guilty of a misdemeanor
  - Establishing a Quorum
    - Quorum must be present before a vote can be taken
    - A majority of membership constitutes a quorum
    - Does not include Asst Principal, District Buddy, Guests, Non-SAC Teachers
    - Meeting minutes should reflect if a quorum was met
  - SAC Membership Composition
    - Elected from peer groups; teachers elect teachers, staff elects staff, parents elect parents, and students elect students
    - SAC must consist of principal and a balanced number of teachers, staff, parents, community members and students
    - Must represent the "ethnic, racial and economic makeup of the community served by the school"
    - Majority of SAC members (over 51%) must NOT be employed by the school or district (should be parents, students and community members)
    - SAC may have non voting members
    - Principal must be a voting member while AP's are non-voting members
    - Employees must be counted as employees, even if they are parents

- High Schools must include at least one student
- SAC Composition Form and Bylaws have been sent to SJCS

#### IV. Approval of Meeting Minutes:

- **Motion to approve:** Victoria Guttinger
- **2nd:** Paul Villavisanis

Commented [VLG1]:

#### IV. SAC Treasurer Report (Emily McCullough)

- **Account Balances:**
- **School #7023 elementary** =\$2,155.67
- **School #7004 secondary** =\$ 16,282.43
- **Projected Balance: \$18, 438.10**
- Funds requests should be made to [emily.mccullough@stjohns.k12.fl.us](mailto:emily.mccullough@stjohns.k12.fl.us) at least a week prior to the next SAC meeting date.
- Funds Request for Math Counts Competition- 4 students to participate cost is 160.00
  - SAC Quorum present
  - Vote taken and approved
- Funds request for TI-84 Calculator App for secondary students-cost is 20.00
  - Vote taken and approved

#### V: National Honor Society (Stephanie Williams)/ National Junior Honor Society (Christine Sikes)

- NHS-Participated in Jailbreak 5K on Oct 19. The NHS members will join forces with NJHS members for a Group Service Project to benefit Southwoods Kids Closet
- NJHS-Group service project is Southwoods Kids Closet, collection box will be in the front office. Tasks are divided among members

#### VI: Opportunities for Students (and Staff)

- December Enrichment is a Winter Themed Yule Ball on Tuesday, December 17 from 9-11 in FCTC Building C. This is a drop off event for SJVS full time students only

#### VI: Questions/Concerns/Public Comment

- None

#### VII. Adjournment:

- **Motion to adjourn:** Victoria Guttinger
- **2<sup>nd</sup>:** Trisha M

**NEXT MEETING: 11/4/24**

**Meeting Location: online conference**

*Angela Rumrell*  
**Recording Secretary**  
**St. Johns Virtual School**  
**School Advisory Board**

**Date Recorded: 10/21/24**

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**Date of Approval**