

LIBERTY COUNTY SCHOOL DISTRICT ADVISORY COUNCIL

March 23, 2017

DAC Chairperson, welcomed all in attendance and called the meeting to order. The following members and visitors were present: David Summers, Gay Lewis, Becky Brown, Tim Davis, Beth Brown, Dawn Arrant, Eric Willis, Stephanie Davis, Jason White, Chesnee McCaskill, Jeff McSpaddin, Adrian Peterson, Gunter Barber, Madison Sessions, Noelle Prichard, Jennifer Evans, Monica Reeves, Danielle Summers, Mr. & Mrs. Banks, Jewell Griffin, Amy Combs, Lynn Guthrie, Jennifer Evans, and Danielle Summers.

The minutes of the December 1, 2016 meeting were disseminated and Chairperson Brown asked those in attendance to read over the minutes for approval. Jason White made a motion to approve the minutes and Stephanie Davis seconded and all were in favor and minutes were approved.

OLD BUSINESS: None

NEW BUSINESS:

School Reports:

School Improvement Plans:

HOSFORD ELEMENTARY & JR. HIGH SCHOOL – Report given by Tim Davis, Assistant Principal

Mr. Davis discussed events that have happened at their school. We had our Daddy Daughter Dance and as every year it was a huge success. We have completed write score testing. We are gearing up to take iredy, and performance matters this week. Grade levels are looking at text books preparing to make an informed choice for the adoption. Our Boy's Baseball team came in first in the District and 1st in the tournament. Our Girls Softball team came in 2nd for the District and 2nd in the tournament.

WR TOLAR – Report given by Jason White, Assistant Principal

Mr. White discussed events that have happened at their school. According to the Scholastic Rep., the recent Book Fair held from March 6-10 was the most successful in the history of Tolar. Baseball and Softball are over. They just completed Muffins for Mom event on Friday March 17th. We had a very large turnout making this event a huge success. Tolar Relay for Life Team has completed sales of T-Shirts to raise money for the American Cancer Society. SRO Brandee Beville is no longer at Tolar. She has been replaced by Deputy Heath Cutshaw. Getting Piggy with Education is still collecting receipts until March 31st. Music will be holding a fundraiser March 24th "Duct Tape your Teacher". The idea IS TO RAISE MONEY DURING THE FIRST 3 WEEKS OF March trying to reach a goal amount. At the end of the 3 weeks, students get to duct tape their music teacher to the wall. For every dollar, a student/faculty brings in they get a 2-ft piece of tape. They will be able to tape teacher to gym wall. PTO parents, or band parents will be asked to help assist with the taping day. ESE will be taking a field trip to Wonder Works on March 30. Don't drink the water at Tolar, we have multiple staff at Tolar that are out

with a newborn or getting ready to go on maternity leave. District Teacher of the year was Jennifer Lee. High Impact Teachers from Tolar were Pat Fletcher, Jessica Clark, and Jina Willis.

LIBERTY COUNTY HIGH SCHOOL – Report given by Eric Willis, Assistant Principal

Mr. Willis went over a few events and activities that LCHS has had. JROTC Shoulder to Shoulder Rifle Competition will be at LCHS on March 24th. State Rifle tournament will be in Cape Coral, FL on April 22nd. Olympiad Tournament will be held at LCHS on April 22nd. Softball: Katelynn Shiver signed a full scholarship with L.B. Wallace Community College on March 20th. Track: District track meet will be held at Maclay High School on April 13th. Weightlifting: Blake Tharpe and Destin Fletcher placed in the district meet held on March 9th at Vernon High School. Regional meet will be held at Vernon High School on March 23rd. Band: The Music Performance Assessment Concert was held at Leon High School on March 4th. The Talquin Electric Performance will be held at East Gadsden High School on April 29th. Testing: The 9th and 10th grade FSA ELA Writing was held on February 28th and March 1st. The Florida Standards Alternate Assessment (FSAA) started this week.

Pre-k: report given by Chesnee McCaskill

Ms. McCaskill discussed DCF License Renewal effective April 3, 2017 - April 2, 2018
Preschool is not included in the new Open Enrollment process. We have our on process to enroll a child in preschool.

[April 24th - 28th "The Week of the Young Child" - Usborne Book Fair/Family Breakfast](#)

Upcoming Preschool Screening April 25th for any 3/4 year old prior to September 1st.

Student Concerns:

HOSFORD ELEMENTARY & JR. HIGH SCHOOL – Student Reps: Noelle Prichard

No concerns.

WR TOLAR – Student Rep: Jewell Griffin

No concerns.

LIBERTY COUNTY HIGH SCHOOL – Student Reps: Madison Sessions and Gunter Barber

No concerns.

Parent Concerns:

Bullying.

District Reports:

Report Given by: Amy Combs, Food Service/Testing Coordinator

Assessment:

Standardized testing will begin in February, and we have already started preparing. We are working on the Spring 2017 Computer-Based Assessment Certification Tool, which is a tool required by the Florida Department of Education. Its purpose is to ensure readiness for high-stakes computer-based testing as well as to provide projected information for the upcoming administrations. Schools are asked to input data for the number of computers that will be used for each administration, the total number of students to be tested, the number of students to be tested each day, and the number of computers to be used per day. Schools are also asked to confirm that they have completed or will complete necessary setup activities prior to testing. This project will be completed by December 9th. In addition, during the coming weeks, we will be receiving/distributing materials, holding training, and completing various other tasks required to ensure that we are fully prepared for standardized testing.

GED Testing:

In January 2016, we increased the number of hours that the PearsonVue Testing Center is open for GED testing. The result has been that the number of tests administered has increased from 40 in 2015 to 192 to-date in 2016. This increase has benefitted the district in two ways: 1) we have had several of our adult education students receive their GED this year; and 2) the district is receiving an increased amount of revenue from Pearson for offering this service. We have had several people from outside the district come here to test because of the consistent schedule and increased availability of time slots. We are very pleased with how well things are going with our PearsonVue testing center and anticipate continued success.

Report Given by: Gay Lewis, Director of Instruction

Textbook Adoption:

The textbook adoption process will begin in January. A group composed of school, district and parents will attend the hosted Social Studies fair that will take place at Tallahassee Community College. All grade spans will attend. We will determine later the grade levels that we will purchase for in the coming year. Jennifer Evan (Hosford) and Danielle Summers(Tolar) discussed going to the text book adoption at TCC and that they enjoyed getting to see the different vendors and discussing their curriculum with them before decided on what books to purchase. They both shared three books they were interested in but needed to discuss with team leaders from each school before making a choice.

Progress Monitoring:

All schools have completed the first and second round of progress monitoring utilizing iReady, STAR Reading and Math, and Write Score. The next window of testing will take place during the end of March

and beginning of April. Results from these progress monitoring assessments will be used to inform instruction.

21st CCLC Grant – Report given by Beth Brown

Mrs. Brown report that Hosford experienced their first site visit yesterday by their consultant. Tolar’s will be later. They are actively recruiting students for their program, please refer students that would benefit from the program. The afterschool program will close on May 15 and the Summer Program will kick of May 30.

Hosford’s Attendance

	ACTUAL DAILY AVERAGE			
	ATTEND		HOURS	
	AS	S	AS	S
AUGUST	85 (85%)	-	2.5	-
SEPTEMBER	82 (82%)	-	2.5	-
OCTOBER	89 (89%)	-	2.5	-
NOVEMBER	90 (90%)	-	2.5	-
DECEMBER	91 (91%)	-	2.5	-
JANUARY	87 (87%)	-	2.4	-
FEBRUARY	88 (88%)	-	2.4	-
MARCH	78 (78%)	-	2.1	-

Tolar’s Attendance

	ACTUAL DAILY AVERAGE			
	ATTEND		HOURS	
	AS	S	AS	S
AUGUST	97 (81%)	-	2.5	-
SEPTEMBER	101 (84%)	-	2.5	-
OCTOBER	97 (81%)	-	2.5	-
NOVEMBER	95 (79%)	-	2.5	-
DECEMBER	93 (78%)	-	2.5	-
JANUARY	94 (78%)	-	2.5	-
FEBRUARY	90 (75%)	-	2.5	-
MARCH	63 (53%)	-	2	-

Events Held This School Year Thus Far:

- Math Education Night – September 27th from 5-7 p.m. @ W.R. Tolar
- Baggin’ Books # 1 (Pirate Theme) – October 25th from 4-7 p.m. @ HE&JHS
- Reading Education Night – November 17th from 5-6:30 p.m. @ HE&JHS
- Baggin’ Books # 2 (Christmas Theme) – December 9th from 6-8 p.m. @ W.R. Tolar
- Fitness, Health, & Nutrition Event – January 27th from 4:30-6 p.m. @ LCHS Football Field Complex

- PBL Night – February 7th from 5-7 p.m. @ HE&JHS
- Baggin' Books #3 (Camping Theme) – March 14th from 4:30-6:30 p.m. @ HE&JHS

Baggin' Books #2 –

Event was held in the media center at W.R. Tolar, and was based around a Christmas theme in conjunction with their annual 'A Tolar Storybook Christmas' event. Children and parents were able to attend to receive 3 free books, create a 'pop-up stocking' craft, and a colored bag for the holidays. Parents received multiple reading resource handouts in each of the bags. A guest reader, school principal Ms. Lara Deason came and read aloud a Christmas story.

of Attendees: 157

Fitness, Health, & Nutrition Event –

Event was held at the LCHS Football Field Complex, and was based around a new year, and a new one – getting fit & healthy. The event was designed to teach parents and students the importance of being fit & eating healthy. Students participated in outdoor relays and obstacle courses, learned and practiced simple and fun workout exercises & reps to get your bodies moving and active. Students were grouped together for team-building activities using exercises and were taught the importance of healthy food choices/snacks. Special guest visitors & community partners helped in pulling off the event: Jodi Speciale – Calhoun/Liberty School Health Coordinator from the Florida Health Department, Monica Brinkley – IFAS Extension Program Office, & Sarah Carpenter - Hosford School SWAT. A number of resources/handouts were available to parents/students based around ways to be fit & staying healthy at home. We also partnered with Ms. Stephanie Davis through her DJJ Grant to provide waters, juices, & healthy snacks for the event.

of Attendees: 23

PBL (Project Based Learning) Night –

Event was held in the lunchroom of Hosford Elementary & Junior High School. The event was designed to teach and help parents understand the importance of PBL – Project Based Learning in school and through the 21st CCLC program. Students participated in small groups with some of Hosford's 21st CCLC teachers to create in a PBL project. PBL kits were also prepared and handed out to parents to complete at

home with their children. A 21st CCLC PBL Showcase was prepared and on display of Hosford's different grade levels who had recently completed PBL projects with their teachers during lessons in the classrooms after school. A number of resources & handouts were available to parents/students based around PBL. We also patterned with Ms. Stephanie Davis through her DJJ Grant to provide waters, drinks, chips, & Hungry Howies pizzas for those in attendance for dinner.

of Attendees: 22 (The majority of the students in attendance were brought down to the event during 21st CCLC site hours & parents checked them out from us.)

Baggin' Books #3 –

Event was held in the library of Hosford Elementary & Junior High School, and was based around a camping theme, coming off of the schools recent book fair theme. 21st CCLC students and teachers came in rotations to visit the event, sign-in, browse the books, and make a craft. Parents attended and brought their children to receive 3 free books, a camping themed DIY Picture Frame craft, and a colored bag. Parents received multiple reading resource handouts in each of the bags. A guest reader, school principal Ms. Jessie Bennett came and read aloud a camping themed book during the event.

of Attendees: 134

Outreach -

All forms of social media and outreach are being used to help get the word out for each of the events and boost participation and attendance! Ways & sources of outreach include for both sites/schools: morning announcements, printed flyers sent home, noted on school marquee or outdoor boards, posters, personalized Connect Ed messages, 21st CCLC website, 21st CCLC Facebook page, school(s) & personal Facebook page posts & reminders.

Any help with extra promotion at school sites would be much appreciated!

Our Struggle –

The struggle that we are still facing is with getting parents to attend if they aren't receiving something free, like the books. Even with adding in the crafts and activities

for the children to do while attending the education nights, parents aren't coming out and participating in the resources and information presented to share with them.

It is a problem because this year the objectives of the grant have changed to performance based, instead of simply participation based as in the past. First, we have to get parents to attend the education nights, & then we have to show that they learned something or gained experience from the event in order to meet our objectives. We have taken the advice given at the last DAC meeting and have worked closely with Ms. Stephanie Davis, through her DJJ Grant to help provide funds for food to get the attention of parents, but this too hasn't really made a difference in numbers of attendees.

Pre-k: report given by Chesnee McCaskill

Ms. McCaskill discussed DCF License Renewal effective April 3, 2017 - April 2, 2018
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Technology : report given by Lynn Guthrie

Digital Classroom Plan Update

- 650 laptops and 30 charging carts
- 26 document cameras for Hosford
- 43 desktops for MOS certifications at LCHS and Tolar
- Generator and transfer switch to backup server room at district office

Technology

- District and school websites have been updated with a new template/design. Not only does this provide a more up-to-date look but also helps with better navigation and ADA compliance.
- Our new Help Desk was implemented on March 13, 2017. Instead of staff members submitting a tech request through email, staff now log in to our Help Desk and submit tickets. With the addition of so many devices and the change in school techs this year, we needed a better system to service and track requests. District wide, we have completed 420 requests since January 1.

- WAN and internet connection is 1 GB district wide now that Hosford and Tolar were upgraded at the end of February 2017.
- We have begun the process of upgrading our phones to a VoIP phone system this summer.

Set Next Meeting:

The next meeting is scheduled for Thursday, May 11, 2017 at 9:00 AM.

Adjourn Meeting:

Stacy Sanders made the motion to adjourn the meeting. Stephanie Davis seconded the motion and the meeting was adjourned.