



230 North Tubb Street
P.O. Box 98
Oakland, Florida 34760
407- 656-1117 (voice)

**Oakland Avenue Charter School Advisory Committee
December 14, 2021 - 4:00 p.m.
Oakland Meeting Hall, 221 North Arrington Street**

PLEASE NOTE: All meetings are open to the public however attendance inside the Oakland Meeting Hall may be limited to accommodate social distancing.

1. **CALL TO ORDER:**
 - a. Pledge of Allegiance and Invocation
 - b. Roll Call

2. **APPROVAL OF MINUTES:**
 - a. Minutes – October 26, 2021

3. **OLD BUSINESS:**
 - a. HVAC Update
 - b. Open SAC Position

4. **NEW BUSINESS:**
 - a. Teacher/Staff of the Year Recognition
 - b. Enrollment Updates
 - c. Lottery Preference Order

5. **PRINCIPAL UPDATE:**

6. **PTO REPORT:**

7. **AUDIENCE QUESTIONS/COMMENTS:**

8. **SAC MEMBER QUESTIONS/COMMENTS:**

9. **ADJOURNMENT:**

Persons with disabilities needing special accommodations should submit a written request to Town Clerk, Post Office Box 98, Oakland, Florida 34760; phone 407-656-1117, x 2110, at least 24 hours before the meeting time. **(\$286.26)**



**MINUTES
OAKLAND AVENUE CHARTER SCHOOL ADVISORY COMMITTEE
OCTOBER 26, 2021 @ 4:00 P.M.**

CALL TO ORDER

Chair Satterfield called the October 26, 2021, Oakland Avenue Charter School Advisory Committee (SAC) meeting to order at 4:04 p.m. at the Town of Oakland Meeting Hall.

Pledge of Allegiance and Invocation

The Pledge of Allegiance was recited, and Committee Member Hunt gave the invocation.

ROLL CALL

PRESENT: Carol-Ann Dooley
Jennifer Hunt
Kathy Memolo
Michael Satterfield, Chair

ABSENT: Scott Fontenot
Charles Roper, Vice Chair

STAFF PRESENT: Pamela Dwyer, Principal
Steve Koontz, Town Manager
Elise Hui, Town Clerk

APPROVAL OF MINUTES:

Minutes – April 13, 2021

MOTION was made by Committee Member Dooley, seconded by Committee Member Hunt, to approve the minutes as presented.

AYE: Dooley, Hunt, Memolo, Satterfield

NAY: None

OLD BUSINESS:

HVAC Update

Town Manager Koontz said that he had not heard recently from Johnson Controls regarding the status of the HVAC system. Principal Dwyer said that she believed the plan

was to work on the system during Winter Break. Town Manager Koontz stated that he is working to get an update and will share with the committee when he has received one.

VPK Program Update

As promised at the April 2021 meeting, Principal Dwyer provided additional data for the VPK Program. They have been successful maintaining enrollment for the program. Curriculum costs have been minimal compared to normal VPK costs. Principal Dwyer feels the program has been well received as VPK being part of the school. Principal Dwyer feels the program is valuable to the school and feels that the commitment was for two years so would recommend we all look closely at the data before the lottery next year to determine future direction. Principal Dwyer feels the biggest difference between VPK and the other grades is the teacher salary.

Principal Dwyer stated that there were growing pains with taking over the program last year which is normal for new programs however things are going very well this year so far.

NEW BUSINESS:

Open SAC Position

There is currently an open SAC position created with the departure of Laura Campise.

In the SAC Bylaws – Article II – Membership:

1. Classification of Members

The Committee shall consist of seven (7) members:

- a. Three (3) business or retired community representatives.
- b. Three (3) parent representatives.
- c. One (1) Town Commissioner/Founding Board Member

Currently the following members are listed as business reps:

Charlie Roper
Jennifer Hunt

The following are our current parent reps:

Scott Fontenot
Carol Ann Dooley
Kathy Memolo

Chair Satterfield is the current town/founding board member representative.

The discussion of the group was if we really need three business and three parent representatives. Since SAC does not have its own charter, if the group feels like it wants to change the representation, he can take a new recommendation to the Town Commission for official approval.

Committee Member Hunt asked if Principal Dwyer feels it is helpful to have business reps on SAC. Principal Dwyer said she felt it might be more helpful if we had a wider business representation. It might be good to open up the group instead of having specific numbers of representatives strictly business or parent.

Committee Member Dooley said that she feels it would be fine to expand the number of representatives if the group feels it would be helpful however we would want to keep an uneven number if possible so that there is not as much potential for ties when voting.

Principal Dwyer said she felt it might be helpful to have someone with fundraising or grant writing experience on the committee to help out.

Chair Satterfield reminded the group that SAC makes no official decisions, they are an advisory committee and bring recommendations forward to the Town Commission for final decision.

Committee Member Memolo said it might be good to have 2 business and 2 parent representatives with an additional 2 flex positions, so you are looking more for qualifications versus just filling a role. Principal Dwyer is supportive of the more flexible positions versus being so rigid.

Chair Satterfield stated that we have been fortunate to have previous representatives that were parents but also business representatives so were able to stay on SAC once their children aged out of OACS.

Chair Satterfield asked the group how we want to move forward with filling the vacant position. The consensus was to utilize the prior posting that Town Clerk Hui had come up with and modify it so that we are looking for a combined parent/business representative if possible. Town Manager Koontz said that we can put the advertisement on our website and Committee Member Memolo said they can also present it at the next PTO meeting on November 16th. Town Clerk Hui will work on getting an advertisement drafted.

Open Discussion on state of the school/Principal Update

Chair Satterfield stated that as the group was most likely already aware, the Town Commission chose to make masks mandatory with a parental opt out option to follow state guidance instead of following Orange County Public Schools which does not have the parental opt out option. Chair Satterfield asked the group if they are getting current COVID case numbers? Principal Dwyer said she has been sharing that information with Town Manager Koontz who shares it with Town Commission however will make sure it also gets shared with SAC.

Principal Dwyer handed out information including proposed SAC discussion topics for 2021-2022 by month. If SAC agrees to this format, this will help the group stay focused and on track with their discussions. Please see attachments for additional details.

Principal Dwyer discussed Teacher/Staff of the Year Recognition and mentioned that the SAC might want to set aside funds in the future for teacher recognition.

Oakland Avenue Charter School request a hypothetical school grade based on Spring 2021 testing. Based on the grade, OACS would have received 52% which would have been a C. Principal Dwyer mentioned that the lowest quartile of students was mainly those who chose to learn from home. Committee Member Hunt said she was very proud of the school for asking for the hypothetical grade to see where we stand.

Principal Dwyer went over the School Improvement Plan Results for 2020-2021. As a charter school, we are not legally mandated to have a school improvement plan unless you have D or F scores, but Principal Dwyer said she thinks you always need to have goals, so the school improvement plan is good to have in place regardless. Principal Dwyer stated that student-led conferences for grades K-2 will start in January and grades 3-5 do this all year long. Principal Dwyer also mentioned that the request for student support process is working really well. This process brings the team of the teacher and specials together to work on need gaps. Principal Dwyer went over the 2021-2022 School Improvement Plan which is fairly similar to last year's plan. Next year the plan will change based on new state standards. On September 14, 2021, Governor Ron DeSantis announced a legislative proposal that will eliminate the common-core based, end-of-year, high-stakes Florida Statewide Assessment and create the new Florida Assessment of Student Thinking (F.A.S.T) plan, which will monitor student progress and foster individual growth. By creating the F.A.S.T. Plan, Florida will become the first state in the nation to fully implement progress monitoring instead of end-of-year standardized testing, and fully eliminate common core. Principal Dwyer also went over the parent survey results from the Summer of 2021.

PTO REPORT:

Committee Members Dooley and Memolo updated the group on the following:

MegaBlast Fundraiser – Committee Member Memolo said that there was \$56,000 in donations from the MegaBlast and with 60% of the funds coming back to the school, that means that OACS will receive \$40,000 from the event.

PTO Membership Update: Committee Member Dooley said that 156 families joined PTO this school year. With the original goal of raising \$74,000 for the school, they are well on their way to meeting the goal.

PE+: Committee Member Dooley said that PE+ stands for Personal Empowerment and is physical structured play during recess time. They have formed a committee for this

project and are moving forward. They are working on a donation list for sponsorships for permanent/non-permanent structures as well as to support the lesson plans. The Discover program will be rolling out the lesson plans. Committee Member Memolo said that the donation committee reached out to her to see if the town can donate a few recycle bins. Town Manager Koontz said we can probably do that however if the committee would like garbage cans, they would need to reach out to our waste management company, Waste Management, to see if they could help. Town Manager Koontz can provide contact information for Waste Management.

AUDIENCE QUESTIONS/COMMENTS:

No audience in attendance.

SAC MEMBER QUESTIONS/COMMENTS:

Chair Satterfield said that he could offer Santa Services to the school as a fundraiser if they would like.

ADJOURNMENT:

There will be no SAC meeting in November. The next SAC meeting will be on December 14, 2021, at 4:00 p.m. There being no further business, Chair Satterfield adjourned the meeting at 5:05 p.m.

SCHOOL ADVISORY COMMITTEE:

Michael Satterfield, Chairman

ATTEST:

Elise Hui, Town Clerk

Interested in serving on the Town of Oakland School Advisory Committee?

If you are interested in volunteering your time by serving on one of the boards/committees listed below, please fill out the Application Form located on the town's website at <https://oaklandfl.gov/DocumentCenter/View/4250/Board-Appointment-Reappointment-Form---NEW-Sept2020>. Applications can be dropped off at Town Hall at 230 N. Tubb Street, mailed to Town of Oakland, P.O. Box 98, or emailed to Elise Hui, Town Clerk at ehui@oaklandfl.gov. For more information, please contact Town Clerk, Elise Hui at (407) 656-1117, ext. 2110. ***For consideration for the vacancies below, please return applications no later than Thursday, January 6, 2022.***

School Advisory Committee (SAC) Vacancy

The Town of Oakland is currently seeking to fill one parent/business representative committee position on the School Advisory Committee (SAC). The SAC meets the 2nd Tuesday of every month as needed at 4:00 pm and may also from time to time meet for work sessions. A time commitment of approximately 1-2 hours a month is necessary. The purpose of the SAC is to serve as a liaison between the school (OACS) and the parents of the students to the Oakland Town Commission and to serve as a forum for parents, community, and business people who wish to discuss, make requests, and/or make recommendations on education, operational, and facility issues relative to the school. The SAC will also assist in the development and implementation of a School Improvement Plan in accordance with the guidance of the Orange County School District. To be eligible for the open positions, applicants must have a child attending OACS. Preference will be given to applicants with experience in an educational setting and/or PTO member. In addition, preference will be given to those individuals that demonstrate the ability and propensity to give time and effort to school causes, a supportive stance towards school, and a drive to learn. Preference will also be given to applicants who can serve as a business representative in addition to having a child attending OACS.