

**New Summit Charter Academy SAC  
December 10, 2018**

**Members Present:**

Darali Paulus (K)  
Cheryl Lyn Sandbakken (5)  
Samantha Margelewski (Parent)  
Melissa Bungay (K)  
Stacie Reed (1)  
Amanda Roderick (Parent)  
Joyce Johnson (Grammie-Parent)  
Kim McClelland (Principal)  
Melissa Marsh (Parent)

Membership requirements - page 3 of slides

At this time, Kim will be the SAC representative

\*As the school grows, Kim will not be the principal (she will transition to the Executive Director position and there will be principals for each school- ES, MS, HS)

\*Need to follow up with Michelle Branch as a member\*

During next meeting, we must pick a chair and co/chair

Members eligible for chair/co-chair

-Melissa Marsh  
-Samantha Margelewski  
-Stephanie Johnson  
-Amanda Roderick

The SAC meetings are open to the public

The SAC members are the only voting members when issues need voted on

Our Powers and Duties as a SAC

-We make recommendations  
-Kim will review the recommendations and send to the finance committee  
-Finance committee sends the recommendations to the Board of Directors

We will be creating a performance plan for the first year

We do not need Improvement Plan for this year

-We will begin the training process so that we can create one for future years

ajr

1/16/2019

We will be an ADVISORY board

- Possibly use Thought Exchange to get information from parents so that we can improve in the future

We need to create a parent engagement policy

- Includes volunteer hours/duties

ICAPs creation (beginning in 5th grade)

We need to get a community member to be on the committee with us

We need to represent the school stakeholders and get their opinions so that we can use them in making recommendations for improvements

Future meetings

- Plan for afternoon, not evening

  - 4:00-5:00 pm works for everyone

  - \*Make SAC meetings after DAC meetings

January 22nd

February 26th

March - NO MEETING

April 23rd

May - NO MEETING

Meeting in January will need to approve chair, co-chair, bylaws

Policy updates

- 1.2 11 IKA in ASD 20

  - Pencil and Paper testing at this time

Members cannot serve more than 24 months in one term

- (either as a parent/community member etc)

  - \*Need to create a policy section for term limits

Need to make a determination of max number on committee

We need to implement the 48-hour meeting rule

  - \*Amend Section 3.3

Chair will work with Kim on creating agenda for meetings

Amend Article V

  - "Director of Academic Services" to "Executive Director"

ajr

1/16/2019

Ask Ginger to send Kim or Jenn to DAC beginning in January

Send Kathryn more information so that she can resend the SAC application information through the newsletter