August Community Council Meeting Agenda

Academy Park Elementary

August 21, 2025

In Attendance: Heidi Draper, Kallie Petit, Heather Winn, Rhonda Amicone

1. Welcome - Heidi
    a. Introductions

2. Business - Heidi (future meetings - CC Chair)
    a. Approve last meeting minutes
        i. May 2025
    b. Adopt the Council's Rules and Order of Procedure
        i. USBE's template to Rules and Order Procedure
            1. Required Elements:
                - Council size
                - How and when a council member should be removed
                - Other council rules (such as meeting norms)
        ii. After the school's Rules and Order of Procedure are adopted through motion, if desired, the council can vote to include additional parents to be voting members of the council.
            1. Note: If these parents are in attendance, they would not vote to place themselves on the council because they are not yet voting members of the council. Only parents/guardians (not staff members) vote to add which additional parent members are added to the council.
            2. The number of parents added to the council cannot exceed the number outlined in the Rules of Order and Procedure.)
    c. Elect a chair and vice-chair. (Chair must be a parent. The Vice-chair may be a parent or an employee.)
        i. Collect information of council members for rostering purposes.
            1. Name, phone number, and email address
    d. Review School Community Council timeline
        i. Monthly council meeting schedule for the year
            1. 3rd Thursdays @ 5:00PM
    e. Other business items

3. Council Training:
    a. SCC Handbooks for each member
    b. School Community Councils - additional responsibilities (3:36)

4. Principal's Report - Heidi
    a. Celebrations
        i. Enrollment
    b. 25-26 Reflection
        i. Achievement Data
            1. Data Gateway: school proficiency and school growth.
                a. *Note: these data include all tested students, and did not remove those who were in the country for less than a year or who were enrolled in the school for less than 160 days.*
        ii. 2025-2026 LAND Trust Goals achieved
            1. LAND Trust funds and the impact these expenses had in reaching goals
    c. AP's Mission & Vision
    d. 2025-2026 Academic Goals and Action Steps
    e. Attendance Focus
    f. Drop-off Safety
    g. Cell Phone Policy
    h. Plan for cold weather days
    i. SCC Concerns
    j. Upcoming School Events
        i. September 2: No School
        ii. September 17-18: SEPs

5. PTA Report
    a. Monthly meetings 1st Tuesday @ 4:30-5:30

6. Closing:
    a. Next Community Council meeting**: September 11 @ 6:00PM**
    b. Save the date! District Community Council Meeting: **Tuesday October 29th at 6:00pm at Kearns Junior High School**
        i. Feedback to be shared in an upcoming District Community Council meeting?
        ii. Enter in the information onto this feedback form prior to October 22nd

September Community Council Meeting Agenda

Academy Park Elementary

September 11, 2025

In Attendance: Heidi Draper, Kallie Petit, Jackie Cardenas, Krystalina Myler

7. Welcome - Heidi
    a. Introductions

8. Business - Heidi (future meetings - CC Chair)
    a. Approve last meeting minutes
        i. May 2025
    b. Adopt the Council's Rules and Order of Procedure
        i. USBE's template to Rules and Order Procedure
            1. Required Elements:
                - Council size
                - How and when a council member should be removed
                - Other council rules (such as meeting norms)
        ii. After the school's Rules and Order of Procedure are adopted through motion, if desired, the council can vote to include additional parents to be voting members of the council.
            1. Note: If these parents are in attendance, they would not vote to place themselves on the council because they are not yet voting members of the council. Only parents/guardians (not staff members) vote to add which additional parent members are added to the council.
            2. The number of parents added to the council cannot exceed the number outlined in the Rules of Order and Procedure.)
    c. Elect a chair and vice-chair. (Chair must be a parent. The Vice-chair may be a parent or an employee.)
        i. Collect information of council members for rostering purposes.
            1. Jackie Cardenas: (vice chair) cardenasjacqueline69@yahoo.com
            2. Krystalina Myler:
            3. Alexis Repp: (chair)
            4. Kallie Petit:
            5. Rhonda Amicone:
    d. Review School Community Council timeline
        i. Monthly council meeting schedule for the year
            1. 3rd Thursdays @ 5:30PM
    e. Other business items

9. Council Training:
    a. SCC Handbooks for each member
    b. School Community Councils - additional responsibilities (3:36)

10. Principal's Report - Heidi
    a. Celebrations
        i. Enrollment
    b. 25-26 Reflection
        i. Achievement Data
            1. Data Gateway: school proficiency and school growth.
                a. *Note: these data include all tested students, and did not remove those who were in the country for less than a year or who were enrolled in the school for less than 160 days.*
        ii. 2024-2025 LAND Trust Goals achieved
            1. LAND Trust funds and the impact these expenses had in reaching goals
    c. AP's Mission & Vision
    d. 2025-2026 Academic Goals and Action Steps
    e. Attendance Focus
    f. Drop-off Safety
    g. Cell Phone Policy
        i. Students do a great job with their cell phones; seeing a concern with Smart watches
    h. Plan for cold weather days
    i. SCC Concerns
        i. None at this time
    j. Upcoming School Events
        i. September 17-18: SEPs
        ii. October 1: Hunter Night @ 5:00 - 7:00

11. PTA Report
    a. Monthly meetings 1st Tuesday @ 4:30-5:30

12. Closing:
    a. Next Community Council meeting**: October 9 @ 5:30PM**
    b. Save the date! District Community Council Meeting: **Tuesday October 29th at 6:00pm at Kearns Junior High School**

i. Feedback to be shared in an upcoming District Community Council meeting?
ii. Enter in the information onto this feedback form prior to October 22nd

October Community Council Meeting Agenda

Academy Park Elementary

October 9, 2025

Attendance:

1. Welcome: Heidi
    a. Introductions of new members

2. Business: Council Chair
    a. Approve September Meeting minutes.
    b. **Required business not completed from your September agenda**
        i. Adopting the council's Rules and Order of Procedure
        ii. Electing a chair and vice-chair

October training videos:

1. School Community Councils - additional responsibilities (3:36)
2. Job descriptions (2:03)

October suggested principal report items:

1. **Review school data** using this slide deck.
    a. **Academic Goals from the 2024-2205 school year**.
    b. Elementary CIP goal outcomes 2024-2025 linked here
2. **How LAND Trust funding is being spent**
3. **Review leading indicators**
    a. Acadience BOY, MOY, EOY
4. **Review Safe Technology, Digital Citizenship and School Policies** on pages 16-17 of the SCC Handbook, then discuss Safe Technology trainings for your community. GSD Digital resources here. Examples include: DigCitUtah, Digital Respons-Ability, NetSafe Utah, Common Sense Education, Brain Pop, Utah PTA, and White Ribbon Week. Other resources found here. Schools are encouraged to participate in Digital Citizenship Week October 14-18th, and for councils to promote digital citizenship at all times.

5. **Other**
    a. Parent Concern: Training on Focus
        i. Have teachers send links to Focus through Dojo
        ii. Connect parents to Focus through Dojo
        iii. Reminder about grades!
    b. School Safety and Digital Citizenship efforts
    c. Parent Involvement the classroom and education experience

3. PTA Report:
    a. Red Ribbon Week

4. Closing:

a. Reminder of our school's next Community Council meeting November 20 @ 5:30
b. Save the date! The next District Community Council meeting will be held Tuesday October 28th at 6:00pm at Wasatch Junior High School
c. Is there any feedback we would like to be shared in an upcoming District Community Council meeting? Have the principal enter in the information onto this feedback form prior to October 22nd: