

Unity Braxton Middle School Advisory Council (SAC)
MEETING MINUTES
November 1, 2023, via ZOOM

[Zoom Link Here](#)

WELCOME & INTRODUCTIONS

In attendance:

Dr. Boynton	Celma Bonilla
Ms. Cowsert	Asadullah Noori
Ms. Place	Ivette Colon
Ms. Duffy	Mr. Pradip
Dr. Woolfrey	Mr. El-Ayazra
Ms. Dang	Ms. Sara
Ms. Faust	Ms. Milagro
Ms. Parker	

CALL TO ORDER

5:33PM by Ms. Place

APPROVAL OF MEETING AGENDA

Motion – Ms. Duffy

2nd – Mr. El-Ayazra

REVIEW AND APPROVAL of minutes from October 4, 2023 SAC Meeting

Discussion – Mr. Noori suggested that the minutes be sent in an email to parents who attend the meeting. Parents were asked to put their email address in the chat

Motion – Mr. El-Ayazra

2nd – Ms. Faust

ACTION ITEMS

- Review of the purpose of the UBMS SAC
Reviewed by Ms. Place
Representatives of students, staff, parents and community (1 member from each department and each grade level) – in the process of getting students to join
Provide recommendations to the principal
Participate in planning and execution of school CIP
Form committees as needed to support school CIP
- Responsibility of the UBMS SAC
To develop, align, plan and budget for professional development, and monitor and evaluate that plan
Continuously open to all stakeholders
Monthly meetings/minutes will be placed on school website
Committee members will vote and decisions made by consensus; major decisions made by majority vote
Chairperson - Ms. Place
Secretary – Dr. Woolfrey
Parliamentarian – Mr. El-Ayazra

DISCUSSION ITEMS

- UBMS staffing and budget updates (Dr. Boynton)
 - Received revised budget and UBMS is under capacity
 - Returning \$500K to the division plus approximately \$50K for damaged or lost devices from last year
 - We will be receiving approximately \$39K from rollover
 - Approximately \$1.1M in flex fund which gives us \$600K for operating budget for the remainder of the year
 - Fully staffed except for Teaching Assistants
 - Received \$205K for after school tutoring through ESSA grant
 - Beginning to rebuild our technology and replace older furniture
- Other UBMS updates (Evolv, CIP)
- EVOLV – running a 1-2% alert – of 1000 students, no more than 10 who alert the screen as a result of glasses cases or laptops
 - UBMS was interviewed by the Prince William Times and WTOP as recommended by the division
- CIP – 1st revision completed with our coach and Ms. Porter-Lucas. We have a few revisions and then Dr. Boynton will have with us on December 6th for input
- Superintendent’s Advisory Council on Instruction (SACI) meetings (Mr. El-Ayazra) – meeting was cancelled and the November meeting has not yet been scheduled – will leave as a standing item on the agenda for future meetings

OTHER ANNOUNCEMENTS/QUESTIONS/UPDATES

- Title I program information at Unity Braxton (Dr. Woolfrey) – November 15th (5:30-7PM) Family Engagement event planned to assist parents with providing academic support at home following Quarter 1 report cards
- Counseling Update (Ms. Faust)
 - We have 3 counselors who provide social, emotional and academic counseling
 - Curriculum – 6th grade – technology safe choices, 7th grade – signs of suicide, career assessments, 8th grade – specialty programs
 - 496 personal contacts with students so far this year
 - Parent question – when does high school application information go out? Opened today and the deadline is February 1 (Colgan – December 15) Help sessions will be available
 - Parent question – when are counseling sessions occurring – will be presented during PE class and help sessions will take place in the mornings
- Other discussion items and questions
- Other upcoming dates
 - Touchbase – Monday, November 6, 1-3PM
 - Grading window closes this Friday (November 3) – be sure students are following their deadlines for Quarter 1

PROPOSED UPCOMING SAC MEETING DATE

- Wednesday, December 6, 2023 @ 5:30 p.m. – in person or on Zoom
- Wednesday, January 10, 2024 @ 5:30 p.m.
- Wednesday, February 7, 2024 @ 5:30 p.m.
- Wednesday, March 6, 2024 @ 5:30 p.m.
- Wednesday, April 17, 2024 @ 5:30 p.m.

- Wednesday, May 15, 2024 @ 5:30 p.m.
- Wednesday, June 12, 2024 @ 5:30 p.m.

ADJOURNMENT

Motion – Mr. El-Ayazra

2nd – Ms. Cowsert

Adjourned at 6:15PM

High Expectations are the Foundation for our Success!