

Lee Middle School  
SAC Minutes - 8/27/2024

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**Attendance:**

Dr. Marshall, Dr. Cucci, Mr. Thompson, Ms. Atkins, Mrs. Beardsley, Mr. Beardsley, Ms. Matthews, Mrs. Matthews.

**Call to Order:**

A meeting of the Lee Middle School. School Advisory Council was held in the Media Center on 8/27/24. Chair Dr. Terrance Marshall called the meeting to order at 5:00 PM. Dr. Kathryn Cucci will record minutes for this meeting.

**Minutes:**

Ann Atkins motions to approve the minutes of N/A, with the following corrections N/A. Motion outcome.

**Old Business: Guidelines for Minutes guides regarding Sunshine Laws**

N/A – First meeting of the 2024-2025 school year.

**New Business: How to Write Meeting Minutes**

1. Welcome  
Dr. Marshall initiated the SAC meeting at 5:02 on Tuesday, August 27, 2024.
2. Introductions  
Round robin introductions for staff, parent, and community members. Including Lisa Matthews, CJ Matthews, Stephanie Beardsley, Stephen Beardsley, Rodney Thompson, Ann Atkins.
3. Old Business  
Review and approve minutes.
4. Elect New Members (Secretary)  
Lisa Matthews volunteered, and board voted to approve.
5. New Members/Vote  
See above.
6. SAC By-Laws Update and Review  
Facilitated by Dr. Marshall 5:19
7. 2024-2025 Future Meeting Dates  
Dates shared  
Parent interest in establishing additional dates throughout the year to remain connected.
8. Principal's Update- Dr. Marshall  
Salient dates shared including:  
Bolt Walk  
Chick Fil A Night
9. Enrollment  
Current 674 students  
Enrollment is declining  
Possibility of losing a teaching allocation
10. School Focus for 24-25  
Continue to grow in ELA, Science, Mathematics  
Integrating writing across all grade levels  
Dr. Marshall explained how this differentiation looks across different content areas  
Exposing students to the writing process will support stamina and growth  
Common lesson plan template
11. Building Update- Staff  
Currently looking for ESE 1:1 and ESOL 1:1
12. SIP At a Glance

3 year at a glance comparison reviewed and proposed goals presented.

District to review 24-25 SIP

LMS will upload SIP upon District Approval

Dr. Marshall to connect with LMS SAC on the following items:

Volunteer Opportunities

Social Media/Marketing

Additional SAC Dates

### 13. Assessment Calendar

Assessment Calendar Reviewed and attached.

Open Questions:

Possible marketing assistant through Stephanie Beardsley. Interested in assisting with Facebook/social media.

### Reports:

1. Report Name

### Open Agenda

Lisa Matthews discussed fundraising and volunteer opportunities for LMS.

### Next Meeting Date & Time:

The next meeting will be held on December 10, 2024 in the Media Center.

### Meeting Adjournment:

Motion: Dr. Kathryn Cucci motioned to adjourn the meeting at 6:05 Motion carried unanimously.

Submitted by,

Dr. Kathryn Cucci

Assistant Principal

August 27, 2024