



Duncan U. Fletcher Middle School, 2000 Third Street North, Jacksonville Beach, FL 32250
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SAC Virtual Meeting Minutes 4/21/2020

- Meeting Called to order: 5 p.m. by J. Beckham
- Adoption of Agenda and Minutes from February meeting reviewed and approved
- PTA updates: Teacher appreciation week is currently being worked on by PTA and Ms. Matthew. Ms. Matthews asked for ideas during this time of virtual living and learning of how to give to teachers.
- Updates of Virtual Learning at FMS:
 - 1-5 Days: Admin, Teachers and Staff made calls to every student at FMS that had a "Blue Card." There were a few students that had numbers changed or were outdated and that was handled the following week.
 - 6-10 Days: Admin, Teachers and Staff worked on finding students that were missing from the "Blue Cards" and worked nonstop to ensure that students had computers. This was done by informing students by phone, email, google text and phone. Admin, Teachers and Staff would even see students out and stop them and let them know. Team effort.
- Because of this effort our students have been showing up in large numbers to their virtual classes daily!! A huge shout out to all students and parents for working with everyone as this has had to be a full team effort!
- Ms. Matthews went over what a typical virtual day looks like ie: bell schedule and how the students work and turn work into their teachers.
- Ms. Matthews is contacting students continually; along with, guidance counselors, and teachers to ensure that all needs of students and parents are being met.
- At this point we only have 25 students who we have been unable to reach, this is most likely b/c they went away for Spring Break and have not been able to return. As well, there might be a few demographical reasons as well. There is a team working on these cases to hunt them down.
- Teachers helping teachers: during the transition there were many teachers bridging the gap in technology education between teachers and helping each other become "ready" for the student's day one. Another reason that FMS was able to transition so easy was that we had been using "Teams" from the start of the 2019 school year.
- Ms. Matthews provides opportunities for feedback daily to gauge what is working and what needs improvement and staff goes from there.



- There are daily shout outs and celebrations for both staff and students. Students are getting a birthday call home these days. As well, Ms. Matthews gave all teachers popcorn and a movie pass for home viewing for all their hard work.
- 8th grade will have awards and celebrations online and sent home
- SAC will not hold any further meeting this school year and until the all clear has been given next year by our Super Intendent.
- There will be a Zoom meeting that our Superintendent and School Board Member will attend: Please look for that in the "Beaches Watch."
- Early release is 4/29/2020 and the bell schedule is posted on FMS website.
- Registration for incoming 6th graders will be posted online at the FMS website and is virtual until further notice.
- Meeting called to End 5:30 p.m.