

HOLLYWOOD CENTRAL ELEMENTARY
SCHOOL ADVISORY FORUM (SAF)
(SAF) MEETING MINUTES
WEDNESDAY, OCTOBER 31, 2018

Ms. Eutsey called the SAF meeting to order at 8:20 AM. Members in attendance were: Delicia December, Kelly Heverly, Lisa Max, Stephanie Levac, Maura Bulman, Lisa Labruto, James Pough, Sandra Nunez, Rosna Delucca, Brain Orfall, Adrienne Sears, Christine Maldonado, Laverne Underhill, Enrique Da-Silva, Mona Ali, Dayne Chambers, Stephanie Levac, Cynthia Hart-Carter, Adrienne Sears, and Andrea Wassermann.

OLD BUSINESS:

Review of September SAF's minutes, motion made by Ms. Eutsey to enter the minutes into the record with changes from the October 31st mtg. Ms. Labruto seconded the motion. All SAF positions have been filled for the 2018-2019 school year. The SAF Chairperson(s) has been selected for the 2018-2019 school year: Mrs. Bulman and Ms. Max will share the role as SAF Chairperson(s) and will attend SAF District Meetings. Mr. Chambers will serve as the SAF Vice Chairperson for the 2018-2019 school year. Ms. Lisa Labruto will serve as the SAF Secretary for the 2018-2019 school year.

NEW BUSINESS:

The next District SAF meeting will be held on 11/14/18 at 9AM. The Acting SAC Chairperson passed out the SAF Bylaws to the SAC/SAF members who were in attendance. Ms. Eutsey made a motion to approve the SAF Bylaws for the 2018-2019 school year. Mr. Chambers seconded the motion. The SAF Bylaws were approved on Wednesday, October 31st.

Mrs. Carter made a motion to conclude the meeting at 8:39 AM. Mr. Pough seconded motion. Minutes respectfully submitted by Lisa Labruto (SAF Secretary)

HOLLYWOOD CENTRAL ELEMENTARY
SCHOOL ADVISORY COUNCIL (SAC)
SAC MEETING MINUTES
WEDNESDAY, OCTOBER 31ST, 2018

Ms. Eutsey called the SAF meeting to order at 8:39 AM. Members in attendance were: Delicia December, Kelly Heverly, Lisa Max, Stephanie Levac, Maura Bulman, Lisa Labruto, James Pough, Sandra Nunez, Rosna Delucca, Brian Orfall, Adrienne Sears, Christine Maldonado, Laverne Underhill, Enrique Da-Silva, Mona Ali, Dayne Chambers, Stephanie Levac, Cynthia Hart-Carter, and Andrea Wassermann.

ICE BREAKER INTRODUCTIONS: If you could be someplace else today, where would you be?

OLD BUSINESS:

The School Advisory Council reviewed September's SAC minutes and Ms. Eutsey made a motion to approve the minutes with corrections into record. Correction: HCE's Parent Representatives for Title 1 for the 2018-2019 school year are: Mr. & Mrs. Maldonado, Mr. Chambers seconded the motion with minor corrections.

Nomination of SAC Chair and SAC Members – Ms. Eutsey, the Acting SAC Chairperson reviewed the responsibilities or roles of the School Advisory Chairperson. This review helped to explain the responsibilities of the SAC Chair, Ms. Eutsey, the Acting SAC Chairperson and Mrs. Rosna Delucca were nominated for the SAC Chairperson for the 2018-2019 school year. Mrs. Wasserman suggested two SAC Co-Chairs as outlined in the SAC Bylaws. The SAC Bylaws were changed to reflect the new committee. The SAC committee will consist of 2 SAC Co-Chairs- Ms. Eutsey and Mrs. Delucca. The SAC officers will be elected annually at the October meeting. New officers (October) will be held at the second meeting of the school year. At this time, all SAC positions have been filled except for the ESOL Representative. The ESOL Representative will be nominated and elected during December's SAC Meeting.

- Election of SAC Chairperson- Ms. Lisa Eutsey & Mrs. Rosna Delucca
- Community Business Partner- Ms. Rebecca Poldor (ASP)
- Non- Instructional- Ms. James Pough
- Principal- Ms. Delicia December
- Innovation Zone Representative- Mrs. Max/Mrs. Bulman
- Gifted Representative- Brian Orfall
- ESE Representative- Mrs. Wassermann
- **ESOL Representative-Hakima Thoman (Nomination)**
- BTU
- Parents

New Business: BCPS BEST SIP Practices- Ms. Eutsey, Acting SAC Chairperson
Ms. Eutsey explained the purpose of the School Advisory Committee and how the SAC facilitates the development of the School Improvement Plan (SIP). The SAC monitors the progress of the SIP and makes modifications as needed. The agendas and meeting minutes should reflect SIP monitoring and allocation of accountability funds. Broward County Public School enforces four BEST Practices in order to increase student achievement. Ms. Eutsey discussed **BEST PRACTICE #1- A Focused and Authentic PLC**. She explained how the

Professional Learning Community (PLC) is a process in which teachers work in teams and use student information to develop strategies to improve their classroom practices. HCE's PLC DAYS are every other MONDAY but will LIKELY change when TEAMS/CAMPS begin. Each grade level has a particular SMART GOAL ELA FOCUS for the 2018-2019 school year. Mrs. Delucca asked how HCE monitors and evaluates PLC's. PLC are evaluated by administration to ensure the PLC Facilitators and PLC members are having meaningful data-driven discussions.

Accountability Funds- Ms. Eutsey, Acting SAC Chairperson

A request was made by Ms. Eutsey to use accountability funds for upcoming HCE Academic Camps. Academic Camps will be starting after winter break and in order to use the funds, approval from SAC must take place. Academic Camp will begin in January 2019-April 2019. Ms. Nunez asked how could SAC Vote without full representation. Since all SAC members have been filled, except for the ESOL Rep, SAC will vote to approve the use of the \$3,000.00 funds. Ms. Decembert explained that the funds (\$3,000.00) would be used for materials and salaries for academic camp. Ms. Nunez asked how many teachers would be needed for academic camp? Ms. Decembert stated, "In October, we can not determine the number of teachers at this point since it depends on the availability to commit". Based on how many teachers who want to teach academic camp, will determine how many teachers can be invited to attend camp. Mrs. Delucca asked, "What does the data say about the effectiveness of camps?" Ms. Decembert explained that all students are tracked and monitored to determine if the support provided is effective. Mrs. Levac asked, "What do other school use the accountability funds for?" Ms. Decembert explained accountability funds are based upon what SAC decides, which usually is something that benefits the entire school. Mrs. Delucca asked, "Which students are targeted?" Ms. Decembert explained students are targeted based on student performance. We aim to open to as many students as possible but it also depends on funding and number of teachers that want to teach academic camp. Ms. Max offered to create a method to help evaluate HCE academic camps. Ms. Eutsey made a final motion to approve accountability funds to use for academic camp materials and supplies. Mr. Pough seconded the motion. Accountability Funds for the 2018-2019 were approved.

Principal's Report- Delicia Decembert, Principal

Congratulations to Ms. Pazos on her retirement. Her last official last day is today. We welcome Ken King as our new Cadre Director (we are Cadre 4). His official first day will be tomorrow and we look forward to working with him. I recently had a meeting regarding our Single Point of Entry. The plans had to be redesigned, so the meeting was to review the new design and walk the campus. The plan should have been submitted to the building department on Monday. I will be following up to ensure that it was submitted and to obtain a clearer timeline and process. We continue to expose our students to different opportunities to develop the whole-child. 1st and 5th grade students have attended field trips, and 2nd and 3rd presented or will present their annual show. Kudos to PTA for another fantastic Fall Masquerade. Please be reminded that it is Florida Statute for schools to conduct monthly fire drills and code red drills. Please continue to have the conversation with your students at home as to the importance of these drills. We will continue to inform you when code red drills are conducted.

Title 1 Announcements- Mr. & Mrs. Maldonado and Mr. Chambers are identified as the Title 1 Representatives for the 2018-2019 school year. On September 27th, Park Lakes had a Parent and Family Engagement Seminar. Mrs. Maldonado stressed the importance of

reading comprehension and encouraged all parents to read with their children at home. Atlantic West Elementary will be having a Title 1 event. SAC members and parents are invited to attend.

HCE Data (2017-2018)-Kelly Heverly, Interim Principal

Mrs. Heverly discussed how the students at HCE are growing and making progress. Mrs. Heverly explained the different levels of the FSA. Mrs. Heverly explained where HCE decreased and increased in both areas of the FSA. Mrs. Deluca mentioned how HCE is still behind the county and state FSA averages. Math was discussed as being a universal language but Mrs. Decembert explained how Common Core and Florida Standards are very different. Teachers are required to teach the different math strategies but students have to use the best strategy useful to them. HCE's Florida Standards Assessment results shows 40% of the students in grades 3-5 scored a Level 3 or higher on the FSA ELA, 44% of the students in grades 3-5 scored a Level 3 or higher on the FSA Math, 43% of the students in grades 3-5 scored a Level 3 or higher in Science, 59% of students in grades 3-5 made annual ELA learning gains, 47% of students in grades 3-5 made annual Math learning gains, 54% of the lowest 25% made learning gains on the FSA ELA, and 30% of the lowest 25% made learning gains on the FSA Math. Since HCE has many transient students, special needs students, and retained students we try to promote the whole child because they are our children. Mrs. Heverly addressed the importance of no matter the level of the student; students who attend HCE are going to learn. Mrs. Heverly stressed the importance of focusing on what the school does during regular school hours. The goal is to use the resources we have strategically so that we can give all students opportunities to grow. The letter grade of the school is based on how 3rd, 4th, and 5th graders perform on the FSA and who are present for both FTE's. Mrs. Delucca asked, "Don't "A" school receive additional funds?" Ms. Decembert explained most A/B Schools tend to use the funds for teacher salaries however, you may see higher level of parental involvement with "A" schools, "D" and "F" schools do receive additional funding in order to improve the school grade.

Open Floor

Ms. Eutsey provided all SAC/SAF Members scheduled dates for future SAF/SAC Meetings. Ms. Eutsey made a motion to adjourn the meeting at 10:07 AM. Ms. Mona seconded the motion.

Minutes Respectfully submitted by Lisa Labruto, Instructional SAC Member