



Pembroke Lakes Elementary School
SAC Minutes - September 25, 2018

Attendance:

List members and attendees were documented in our sign in sheets.

Call to Order:

A meeting of the Pembroke Lakes Elementary School Advisory Council was held in the Media Center on September 25, 2018. SAC Chair Shelby Jares called the meeting to order at 2:19 p.m. Kimberly Carraha will record minutes for this meeting.

Approval of Minutes:

Jennifer Mally motioned to approve the minutes of May 28, 2018, seconded by Marsha Wagner.

Best Practice #1

SIP Chairs report

- Reading : Ms. Wagner reported on behalf of Ms. Mclaughlin. The committee reported that K-4th grade students are at lower performance levels than expected. This is partially due to 4th and 5th high achieving students being grouped together. Students are being screened to identify their needs. Those who have been identified are already receiving supports on Tier 3. Several resources were shared in the meeting including RTI flow charts and district criteria for PMP's. BAS was being utilized at beginning middle and end of year formulating small group instruction and progress monitoring throughout the year.
- Math: Ms. Orett reported that there are so many resources available which were clarified and located through Sharepoint and Canvas. Sharepoint is more informational and Canvas more instructional material students can use. Guidance documents are available which show how to approach GO Math series to ensure that all standards are being covered. Concerns about deleted lessons will be addressed after the standardized testing but before end of year testing. There are also added lessons which replace the deleted ones, so additional test questions have been added which need to be addressed.
- Science: Ms. Suarez reported on behalf of Ms. Monin. There are many resources available in the Science portable. February 6th is Science Night. Projects will be done in school.
- Writing: Ms. Bedit reported that writing is taking place in all grade levels through ELA blocks covering different genres. Pre/post and mid benchmarks are looked at to determine students needs. Trainings continuing for all teachers. Using FSA rubric in primary grades with a focus on sentence structure.
- Guidance: Ms. Wagner reported for Ms. Fultz. Peace week was celebrated last week and sidewalks done in chalk for peace. This week is "Start with Hello" a Sandy Hook Promise prevention program

that focuses on recognizing isolated students, conversation starters and initiating friendship. Digital citizenship lessons started last week in all classes and in Media. Red Ribbon week is in October. RTI meetings held with Ms. Fultz, parents and other necessary stakeholders have started, as well as for those students receiving ESOL services. Pack-a- sack, a Christian based company, is continuing their collaboration with us providing food for our needy families. Bags are delivered on Fridays for the weekend.

Volunteers are needed to listen/mentor students during lunchtime. Training dates are available to be a "Listener". A HOPE club is to begin and PLE is the first elementary school to be doing this. It is already being done in high and middle school and focuses on building friendship and community under Ms. Fultz's direction.

Best Practice #3

- SIP: Parents shown how to access the plan on school website. Last year's Best Practices were reviewed by Ms. Jares.
- Sac bylaws needed to be approved. Motion was made to approve those bylaws and approved by majority vote.
- Ms. Brenna McAteer is the 2018-2019 BTU SAC representative.

Best Practice #4

- **Title 1 Updates:** Ms. Jones reported that Title I parent compact will be reviewed and we will be updating the parent compact and family involvement plan.

SMART Goal:

Ms Wagner reminded us that it stood for: **Safety, Music, Art/Athletics, Renovations, Technology:** Over the summer the media center was to be refurbished however, after the MSD incident last year, district focus was to provide everyone with safety resources as needed. Since then, several groups such as Safe Haven, came out conducting walk throughs looking at the physical layout, dismissal traffic and other areas to provide feedback to determine where we are at for safety. As a result, fencing to be placed on the east side of building where the parking lot is, to connect to the current fence and bike rack with a gate to open for emergency evacuation is being proposed to increase our school safety. It is a lengthy process and needs board approval. Original plans for the Media Center have been pushed back to next summer. The buzzer installed at the front entrance of the building was an added safety feature which was school purchased and not financed by the district.

Principals Report

- **School Grade:** Ms. Wagner reviewed the various areas ELA, Math, Science FSA, FSAA etc. that are used to determine the school grade. Points can also be gained through learning gains in subject area and in lowest percentiles. Ms. Jares distributed hard copies of the historical school data for review. Based on the data, the instructional focus for 2018-2019 was created. Ms. Wagner reviewed areas of the instructional focus for all academic areas that have been identified as needing to be addressed and the strategies that will be used to target those areas. Higher order thinking was identified for students who are already at 3 and need to be challenged and learning goals for the lowest 30% for ELA and Math will also be addressed. Science and Social studies are being integrated into the ELA block and a new science curriculum has been adopted. Parents questions based on the data were addressed by Ms. Wagner.
- Ms. Wagner reviewed **Parents Rights**.
- **Title 1 funding:** Ms. Wagner explained that because we are a Title 1 school, we receive supplemental funds of \$117,000 for services and programs for students. She described specifically how those funds are spent: Because the law requires title 1 schools and families work together, Ms. Wagner spoke about the

importance of the student/parent compact and encourages parents to communicate and provide teachers with useful information about their children.

New Business

- **A+ ballots:** Ms. Jares handed out proposals previously used A+ ballots to work from . Votes were counted for proposal one that states: 100% of the total money divided equally among all 2017-18 **PLE** staff members who have worked one day beyond 50% of their contract calendar.. 7 out of 12 voted to approve proposal #1. Votes were counted for proposal two that states: 75% of the total money divided equally among the 2017-18 **PLE** instructional staff members who have worked one day beyond 50% of their contract calendar and 25% of the money divided equally among the 2017-18 **PLE** non-instructional staff members who have worked one day beyond 50% of their contract calendar. 7 out of 12 voted to approve proposal #2. In addition to proposal #3: None of the above.
- Ms. Cooper shared the **School Positive Behavior Plan (SPBP)** citing the top 10 behavior incidents from battery to disruptive and unruly play. Based on that information 5 positive behaviors to be reinforced were being addressed. Teachers received lesson plans that addressed topics to reinforce those behaviors. Ms. Rivero, Ms. Coplo, Ms. Cooper and Ms. Fultz attended positive behavior training over the summer. Pelican bucks, passes and fun Fridays are some of the strategies to be incorporated to promote those positive expectations.
- Ms. Cooper also reported about the **AdvancED survey** at the end of last year which helps us identify the areas of need and areas of success. We had very high scores with all positive comments from the students. Areas of need were in the areas of resource utilization and the updating of facilities and technology. These are already being worked on.

Next Meeting Date and Time:

The next meeting will be held on October 30, 2018 in the Media Center.

Meeting Adjournment:

Ms. Wagner motioned to adjourn the meeting, seconded by Ms. McAteer at 3:04 p.m.

Submitted by:

Kimberly Carraha,
SAC Secretary
Approval Date: