Lake Forest Elementary
School Advisory Committee (SAC) Meeting
January 30, 2019
Agenda

- Welcome
- Review Minutes
- School Improvement Plan
- Turnaround Arts Information
- School-wide Behavior Plan
- Title I
- School Accountability Budget
    - Unused Teacher Incentive Money
- Mid-Year Reflection
- Assessments
    - Cadre 8 Assessments
    - I-Ready AP2
- Questions or Concerns

Lake Forest Elementary
School Advisory Committee (SAC) Meeting
November 15, 2018
Minutes

- **Welcome**
  - Mrs. Sparks-lee welcomes everyone for coming 5:00 pm
- **Review Minutes**
  - Previous minutes approved
- **SAC Composition**
  - Parents viewed the list of the SAC Representatives which are Ms. Boyd-principal, Elliott/Delerme-BTU Stewards, Mr. Jackson-IZ Rep, Mrs. Krick – Pre-K, Mrs. Lazare – ESOL Rep, , Mr. Lee-Community Rep., Mrs. Miller-Non-Instructional, Ms. Monica-SAF-Designee, Mr. Montague-ESE Rep., Ms. Moore-Community School Rep., Ms. Newsome-Parent, Mrs. A. Perez-SAC Secretary, Mr. Sparks-Community Rep., Mrs. Sparks-Lee-SAC CO-Chair, Ms. Tello-Parent Rep., Mrs. Velez-Gifted Rep.
  - Parents need to be voted for by parents and staff by staff
  - Does everyone agree that they are willing to be the representative?
- **SAC By-Laws**
  - We need to approve the SAC By-Laws parents were provided with a handout from the previous meeting to look over. Parents viewed the documents for approval. Motion to approve SAC By Laws.
  - SAC By Laws were approved
- **School Improvement Plan**
  - Working on student's engagement. Highly effective teaching (more info to come). Turn Around Arts, Aftercare collaborating for a garden club. Beautification Day December 1st from 9-12.
- **Turnaround Arts Information**
  - Not in the umbrella for Turnaround Arts. Received funding for the Broward performance Arts Center on March the 4th. Ongoing fundraising to raise money for costumes, props, etc...
- **Title I**
  - As we are striving to keep our parents and their families involved with their child(ren) academics, we are still asking for parents to sign up as parent representatives to attend our title I Parent Seminars. Please sign up and leave your information with us before leaving on tonight. If you know of any other parents that would be interested but wasn't able to make it out to the meeting on tonight, please feel free to contact them with the information provided on this evening and sign them up on the Parent Representative Form.
  - Parents were encouraged to attend the Title I Parent Training Workshops. Flyers were passed out.
  - Each year, Title I schools take part in completing Annual Title I Surveys pertaining to the involvement/relationship of their child(ren)/family with the staff (admin. Teachers, etc) of Lake Forest Elementary. The survey will made accessible on our school's Title I website page and will also be provided in written form and sent home with each student at the beginning of December.
  - If you haven't already, please scheduled a conference with your child(ren)'s teacher to review your child(ren)'s progress and to receive any information that is needed. In addition, please have conversations with your child(ren) about how they feel about school, their teacher(s), class, LFE, etc. Doing so will allow each household to complete the Annual Survey accurately and to the best of their knowledge, with or without the child(ren) present.
  - Any information needed about Title I and/or our School Improvement Plan (SIP), please feel free to visit our school's website: lakeforest.browardschools.com.
- **School Accountability Budget**
  - Upcoming Assessments –I Ready #2. All schools in the Cadre on same assessment calendar. Bolt Bucks- Reading and Math on I Ready score of 75% and on for 45 minutes.
- Other
  - School Events – ESPN Night (math/Science) in January. Guest speaker Dolphins player.
- **Meeting adjourned at 5:48 pm**

SCHOOL IMPROVEMENT MID-YEAR REFLECTION

Directions for School Leadership Team: As part of the School Improvement Process, schools are asked to engage in collaborative conversation with all stakeholders to complete the Mid-Year School Improvement Reflection. After reviewing the document with SAC, the reflection needs to be uploaded to the SAC upload section of the SIP. **DA Schools must enter information in the FLDOE SIP located of Florida CIMS.**

1. Has your school made progress towards achieving the goal?
   A. *How do the structures and systems in place at your school ensure all facets of the school culture create predictable? environments and a school climate that supports your SIP goal?*
   B. *What are the gaps that exist between your current state and your desired state?*
   C. *How will you address them between now and the end of this school year?*

Teachers attend regularly scheduled data chats and share best practices within their grade level. The Principal and Literacy Coach attend monthly Cadre meetings to learn new techniques in the area of literacy. Instructional coaches in all subject areas attend monthly cadre/district meetings where they discuss information delivered to ensure a comprehensive approach to teaching and learning. Administration continues to revise observation schedules/peer modeling session based on data and need of individual teachers. After strategically reviewing midyear data, we are on track in all subject areas to show overall improvement from 17/18 to 18/19 school years, proficiency, learning gains and lowest learning gains. We will continue to provide push in/pull out services in reading, math and science since comprehension and vocabulary are key to academic success in all subject areas.

2. Have alterable barriers been eliminated or reduced? (Alterable barriers are in-house infrastructure mechanisms such as scheduling, class structures, teacher attendance, student attendance, staff development plan, etc.)
   A. *What evidence do you see that a barrier has been reduced or eliminated?*
   B. *What evidence do you have that the barriers are wide-reaching and will help you achieve your goal?*
   C. *If progress towards eliminating the barrier is not sufficient, where or what is the breakdown?*
   D. *Did you identify other barriers that could serve as effective re- entry points into the plan?*

One of the barriers we are experiencing this year is a high number of new teachers (brand new to teaching and new to the grade level) In order to address the barrier, we have committed time to provide teachers with the opportunity for peer observation/peer modeling sessions, and participation in PLCs. After these sessions, teachers meet with coaches and/or administration to discuss the observation and effective ways to implement. Administration has discussed these struggles with induction coaches and assistance from the literacy dept. We continue to provide staff development in all content areas: math block, science centers, overall behavior management, Interactive Read Aloud as well as effective instructional strategies.

3. Are your strategies being implemented with fidelity?
   A. *Were decisions to continue, intensify, modify, or terminate strategies or action steps based on specific evidence?*

Teachers were scheduled to receive a formal observation within the first quarter. Feedback and follow up observations were conducted based on results. A schedule for observing teachers and providing additional feedback was developed at mid year. In addition to these results, additional data was collected on student progress through classroom walkthroughs, assessments and/or data chats with teachers and students. Coaches are required to keep accurate coaching logs from their interactions with teachers. Results are discussed at team, leadership and staff meetings. Adjustments are made to assessments and observation schedules as needed.

4. What are your benchmarks for success?
   A. *How will you progress towards your goal impact student achievement?*
   B. *What is your desired state?*
   C. *What gaps exist between your current state and your desired state?*

By providing students with effective comprehension and vocabulary instruction, we are exposing them to complex and rigorous texts as well as processes in both science and math. Our students' ability to read and comprehend effects their success in all other content areas. Since incorporating a comprehension and vocabulary component we have seen an increase in our math, science and reading mid-year scores. We will continue to review data and change instruction based on the needs of students' deficiencies. We are within reach of our yearly goals and with 10+ weeks of instruction we are confident we will achieve them.

BROWARD SCHOOLS VIRTUAL COUNSELOR

POWERED BY THE Broward County Public Schools DATA WAREHOUSE

Attendance | Membership | Sign In Sheets | Report | Help | Logout

School: LAKE FOREST ELEMENTARY

Committee: SAC

Sign In sheet for LAKE FOREST ELEMENTARY Date: 1/30/19 Time: 5:00

#	Full Name	Position	SBBC Employee	Parent Of Student At School	Sign Here .
1.	BOYD, SHARON	Principal	Yes	No	
2.	ELLIOTT/DELERME, CARLA/JAMIE	BTU Steward	Yes	No	
3.	JACKSON, CARLTON	IZ Rep	No	Yes	
4.	KRICK, ABIGAIL	Pre-K	Yes	No	
5.	KRICK, ABIGAIL	Teacher	Yes	No	
6.	LAZARE, TRACY	ESOL Rep	No	Yes	
7.	LEE, CORNELIUS	Community Rep	No	No	
8.	MILLER, VERNITA	Non-instructional	Yes	No	
9.	MONICA, BALLARD	SAF-DESIGNEE	No	Yes	
10.	MONTAGUE, CRAIG	ESE Rep	No	Yes	
11.	MOORE, TRACIE	Community School Rep	Yes	Yes	
12.	NEWSOME, EBONY	Parent	No	Yes	
13.	PEREZ, AMY	SAC Secretary	Yes	No	
14.	SPARKS, JAMES	Community Rep	No	No	
15.	SPARKS, LORI	SAC Co-Chair	Yes	No	
16.	TELLO, ADRIANA	Parent Rep	No	Yes	
17.	VELEZ, ALICIA	Gifted Rep	No	Yes	

Print

BROWARD SCHOOLS VIRTUAL COUNSELOR

POWERED BY THE Broward County Public Schools DATA WAREHOUSE

Attendance | Membership | Sign In Sheets | Report | Help | Logout

Guest Sign In Sheet For LAKE FOREST ELEMENTARY Date: January 30 Time: 5:00

#	Full Name	Position	SBBC Employee	Parent of Student at School	Sign Here
1.	Katrina Mays	Teacher	✓		Katrina Mays
2.	Karen Page	Teacher	✓		[illegible]
3.	JANICE WALKER	TEACHER	✓		[illegible]
4.	Jamie Delerme		✓		Jamie Delerme
5.	Kim Lloyd	ESE Spec	✓		[illegible]
6.	Cristina Rodriguez	Assistant Principal	✓		C. Rodriguez
7.	Keyunta Tyler	Teacher	✓		Keyunta Tyler
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
25.					

Print