

Pembroke Pines Elementary School
SAC Agenda – 04/15/2019.

Attendance:

Call to Order:

A meeting of Pembroke Pines Elementary School Advisory Council was held in the Media Center on 04/15/19. Co-Chair Dr. Clarke called the meeting to order at 5:30pm. Dr. Clarke or a designee will record minutes for this meeting in Ms. Uribasterra's absence.

Minutes:

(Name) motions to approve the minutes of 03/18/19, with the following corrections (detail the corrections).
Motion outcome:

Open Agenda

1. Welcome
2. Review of March 18, 2019 SAC-SAF Minutes
3. SAC Chair Report
 - a. 2019 Stakeholder Survey - AdvancED eProve Surveys
4. Title 1 – Ms. Donate
 - a. Finalize and Adopt 2019-2020 School-level Parent and Family Engagement Plan
 - b. Finalize and Adopt 2019-2020 School-wide Positive Behavior Plan
 - c. Finalize and Adopt 2019-2020 School Parent Compact
 - d. Title I Parental Activities
5. Administrative – Ms. Bell/ Ms. Rodriguez
 - a. SMART Bond Update
 - b. Curriculum/Instruction
6. Open Forum

Next Meeting Date & Time:

The next meeting will be held on Monday, May 20th in the Media Center at 2:20pm.

Meeting Adjournment:

Motion: name of person making motion motioned to adjourn the meeting at . Motion carried unanimously.

Submitted by,

Name of Recorder: Dr. Suzanne Clarke or designee,

Name of Position on Board: SAC Co-Chair

Approval Date:



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School: PEMBROKE PINES ELEMENTARY

Committee:

SAC

Sign In sheet for PEMBROKE PINES ELEMENTARY Date: <u>4/15/19</u> Time: <u>5:30 pm</u>					
#	Full Name	Position	SBBC Employee	Parent Of Student At School	Sign Here .
1.	ACCILLEN, THARA	Teacher	Yes	No	
2.	BELL, NATASHA	Principal	Yes	No	<i>N Bell</i>
3.	CARMAN, BRENDA	Non-instructional	Yes	No	
4.	CLARKE, SUZANNE	SAC Co-Chair	Yes	No	<i>Suzanne Clarke</i>
5.	COLOME, AZALY	Teacher	Yes	No	
6.	COLTES-ROJAS, AMANDA	Parent	No	Yes	<i>AMR</i>
7.	CONCHA, WILLIAM	Parent	No	Yes	
8.	CUBAS, ARMANDO	Parent	No	Yes	
9.	DARNOWSKI, JENNIFER	IZ Rep	No	Yes	
10.	DONATE, MARIETTE	Teacher	Yes	No	
11.	FRUTOS, MARTA	Teacher	Yes	Yes	
12.	GONZALEZ, ALBERTO	Parent	No	Yes	
13.	JAMES, KRISTIE	Parent	No	Yes	
14.	LIONI, MARISA	Community Rep	No	No	
15.	MARTINEZ, ISRAEL	Parent	No	Yes	
16.	MARTINEZ, SHIRLEY	Teacher	Yes	Yes	
17.	MILLER, JEFFREY	BTU Steward	Yes	Yes	
18.	MIRANDA, JESSICA	Parent	No	Yes	
19.	PEREZ, LYNDIA	Gifted Rep	No	Yes	
20.	PULIDO, YESNIEL	ESOL Rep	No	Yes	
21.	SMITH, CAMILLE	Parent	No	Yes	
22.	SOUFRINE, DENISE	Pre-K	Yes	No	<i>Denise Soufrine</i>
23.	STANLEY, SUE BEAR	SAF-DESIGNEE	No	Yes	
24.	URIBASTERRA, XIMENA	SAC Secretary	Yes	No	
25.	VAALA, DIANE	SAC Co-Chair	Yes	No	
26.	VALVERDRE, MICHAEL	Teacher	Yes	No	
27.	WAITE, JANICE	ESE Rep	No	Yes	

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Guest Sign In Sheet For PEMBROKE PINES ELEMENTARY Date: 4/15/2019 Time: 5:30pm

#	Full Name	Position	SBBC Employee	Parent of Student at School	Sign Here
1.	Amanda Cortes-Rojas	Parent	No	Yes	AK
2.	Julie Lopez	Teacher	Y	N	J Lopez
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Pembroke Pines Elementary School

S.A.F. Sign-In

Date: 4/15/2019 Time: 5:30 pm

Full Name	Signature
1. Dr. Suzanne Clarke	<i>Suzanne Clarke</i>
2. Dr. Denise Soufrine	<i>Denise Soufrine</i>
3. Amanda Coltes - Rojas	<i>Amanda Coltes - Rojas</i>
4. Julie Lopez	<i>Julie Lopez</i>
5. Natasha Bell	<i>Natasha Bell</i>
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Pembroke Pines Elementary School

SAC Minutes – 03/18/2019.

Attendance:

Call to Order:

A meeting of Pembroke Pines Elementary School Advisory Council was held in the Media Center on 03/18/19.

Co-Chair Dr. Clarke called the meeting to order at 2:20pm. Dr. Clarke recorded minutes for items 1 through 3, until the arrival of Ms. Uribasterra, who will record minutes for this meeting.

Minutes:

Dr. Soufrine motions to approve the minutes of 02/11/19, with the no corrections Mr. Miller seconded the motion. Motion outcome: Approved

Open Agenda

1. Welcome
2. Review of February 11, 2019 SAC-SAF Minutes
3. SAC Chair Report
 - a. SAC Nominating Committee – Dr. Clarke named Ms. Bell, Ms. Donate, and Mr. Valverde to the SAC Nominating Committee, and briefly explained some of the duties of the committee members. The SAC positions will be posted, and volunteers are welcome. Additional nominations will also be taken from the floor during the August 2019 SAC-SAF Meeting.
 - b. 2019 Stakeholder Survey - AdvancED eProve Surveys - The 2019 surveys for students, parents, and staff are now available through the Broward County Public Schools website, as well as through the School's website. To meet our quota, we will need participation levels of students (40% or 113 surveys), Staff (60% or 44 staff surveys), and Parents (20% or 57 parent surveys). A parent link was sent out, and an additional laptop is available in the front office for parents and staff who need computer access. Dr. Soufrine suggested that an additional email should be sent to staff who are also parents to remind them to complete surveys. This suggestion was carried unanimously.
 - c. New 2018 Every Student Succeeds Act (ESSA) Requirements – Federal Percent of Points Index FPPI to address sub-groups was explained. This Act is aimed at addressing sub-groups that show less than 40% proficiency levels despite, for example, overall school gains. For Pembroke Pines Elementary, Students with Disabilities is our subgroup requiring attention.
4. Title 1 – Ms. Donate
 - a. Review of 2018-2019 Parent and Family Engagement Plan – They were distributed during the meeting. Everyone present had the opportunity to provide input and recommendations on the Review: This was completed at the meeting. Team leaders will go over the 2018-19 plan to see determine which items we are keeping, and those to be removed as we prepare to develop the 2019-2020 School Parent & Family Engagement Plan. The team leaders and their members will make recommendations to next year's plan and submit to Ms. Donate.
 - b. Development and Review of 2019-2020 School-level Parent and Family Engagement Plan – Development: During the meeting, Ms. Donate went over the plan with our parents and

stakeholders at the meeting. Everyone present was given the opportunity to provide written input for the plan, which will be finalized and adopted at the April SAC Meeting.

Review: Stakeholders were encouraged to write at least one idea for each section and look at the barriers for each section, such as attendance, child care, etc. Ms. Donate provided examples, and time to discuss.

- c. Development and Review of 2019-2020 School Parent Compact – No revisions were made.
- d. Testing Updates (FSA Practice, FSAA, CoGAT, FSA Writing, and FSA) – CoGat started today. All students in 2nd grade is taking it. After spring break, we start taking the FSA Writing. FSAA already started. This test is for students off standards.

5. Administrative – Ms. Bell/ Ms. Rodriguez

- a. SMART Bond Update – No revisions. All bids remain as stated in previous meeting.

- b. Curriculum/Instruction

6. Open Forum

Next Meeting Date & Time:

The next meeting will be held on Monday, April 15th in the Media Center at 5:30pm.

Meeting Adjournment:

Motion: Mr. Miller motioned to adjourn the meeting at __3:00 pm____. Motion carried unanimously

Submitted by,

Name of Recorder: Dr. Clarke and Ximena Uribasterra ,

Name of Position on Board: SAC Co-Chair and SAC Secretary respectively

Approval Date: 4/15/2019



2018-2019 SURVEY TARGETS

SCHOOL	Required Student Surveys (40%)	# of Student Responses As of 3/15/19	Required Staff Surveys (60%)	# of Staff Responses As of 3/15/19	Required Parent Surveys (20%)	# of Parent Responses As of 3/15/19
Boulevard Heights	135	208	58	57	67	24
Coral Park	119	207	52	52	59	36
Country Isles	214	530	67	88	107	128
Eagle Point	298	612	85	81	149	183
Everglades	228	491	73	74	114	109
Forest Hills	123	300	56	58	61	88
Gator Run	293	405	79	87	146	152
Hollywood Park	97	117	48	59	48	52
Indian Trace	156	243	49	46	78	141
James S. Hunt	135	278	46	63	67	44
Manatee Bay	287	666	69	76	143	230
Orange Brook	144	226	49	57	72	74
Park Springs	193	412	79	87	96	157
Pembroke Pines	113	202	44	44	57	53
West Hollywood	106	193	40	41	53	23
HIGH SCHOOLS						
Dillard 6-12	871	476	122	86	436	6
Miramar HS	936	1051	120	156	468	28

[Green indicates complete/Yellow indicates approaching/Red indicates incomplete]

PEMBROKE PINES ELEMENTARY SCHOOL
School-Level Parent and Family Engagement Plan (PFEP)
2019-2020

Mission Statement

The mission of Pembroke Pines Elementary School is to serve the students, staff and community by: providing a quality education, instilling the love of learning, and preparing students for the future.

Engagement of Parents and Families

Pembroke Pines Elementary will involve parents in an organized, ongoing, and timely manner, in the planning, review, and improvement of programs under this part, including the planning, review, and improvement of the school parent and family engagement policy and the joint development of the schoolwide program plan under section 1114(b) except that if a school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children [Sections 1116(c)(3), 1114(b)(2), and 1116(a)(2)(B)].

Pembroke Pines Elementary will make a meaningful effort to invite parents to become active members of the School Advisory Council (SAC), School Advisory Forum (SAF), and Parent Teacher Association (PTA). At the SAC/SAF and the PTA meetings, parents will be provided with information regarding the school's Title I allocations. Parents will provide input in the development and the decision-making process of Title I activities related to the school.

Coordination and Integration

Pembroke Pines Elementary will coordinate and integrate parental involvement programs and activities that teach parents how to help their children at home, to the extent feasible and appropriate, including but not limited to, other federal programs such as: Head Start, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, public preschool, Title I, Part C, Title II, Title III, Title IV, and Title VI [Section 1116(e)(4)].

Count	Program	Coordination
1	Literacy & Math Night	Understanding/developing academic skills and transferring to home.
2	Barnes & Noble Night	Applying literacy skills and transferring to home.
3	Science Day	Understanding/developing Science skill and transferring to home.

Annual Parent Meeting

Pembroke Pines Elementary will take the following actions to convene an annual meeting, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation under this part and to explain the requirements of this part, and the right of the parents involved. Include timeline, persons responsible, documentation to be maintained, and steps to ensure that all parents invited and encouraged to attend [Section 1116(c)(1)].

Count	Activity/Tasks	Person Responsible	Timeline (Including frequency and duration)	Evidence of Effectiveness
1	Meet & Greet/Open House combined	Administrators	August 2019	
2	Digital 4 & 5 Meeting	Grade 4 & 5 Team	November 2019 (Before Movie Night)	
3	Title I Annual Meeting	Title I Liaison	August 2019	
4	Report Card Night Training	Team Leaders	October 2019	
5	Technology Annual Night	Grade 5	September 2019	

Flexible Parent Meetings

Pembroke Pines Elementary will offer a flexible number of meetings, such as meetings in the morning or evening, and may provide with funds provided under this part, transportation, childcare, or home visits, as such services relate to parental involvement [Section 1116(c)(2)].

Pembroke Pines Elementary will offer a flexible number of meetings at flexible times, and may provide (with Title I funds) child care, materials/supplies, or food, as such things and services are related to parent involvement (Section 1118C(2)).

*Childcare will be provided at events.

*Materials and supplies will be provided for participants.

*Parents will be encouraged to take turns attending meetings to ensure that at least one is present.

*Meetings will be held at flexible times in the AM and PM.

*Meetings will be held at the school and different locations to hold the meetings can be considered.

Building Capacity

Pembroke Pines Elementary will implement activities that will build the capacity for effective involvement of parents and to support a partnership among the school involved, parents and the community to improve student academic achievement, each school and local educational agency assisted under this part – [Section 1116(e)]. Describe the actions the school will take to provide materials and training to help parents to work with their child to improve their child's academic achievement, such as literacy training and using technology [Section 1116(e)(2)].

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline (Including frequency and duration)	Evidence of Effectiveness	Evidence-based Research

				n e s s	
Award Ceremony and 50s History	K Team	Celebrating student success	5/29/2019 once,		
Storybook parade	K Team	Understanding Literacy standards	10/2019		
Multicultural Night	Team Leaders	Understanding different cultures	1/2020		
Holidays Around the World	Team Leaders	Celebrate cultures/ELA and SS Standards	12/2019		
Women's History Activities	Team Leaders	Women's historical contributions	3/2020		
Black History Activities	Team Leaders	Celebrating African American history contributions	2/2020		
Black History Live Wax museum	Grade 2	Celebrating African American history contributions	2/2020		
Native American History Activities	Team Leaders	Celebrating Native American history contributions	11/2019		
Jewish history month and holocaust activities	Team Leaders	Celebrating Jewish history contributions/stories and reflection	5/2020		
Florida History Play	Drama Club	Historical facts and cultural understanding	12/2019		
Autism Awareness event walk	Autism Coach	Celebrating Autism awareness	12/2019		
Slime Fest	Grade 5	Celebrating FSA/other achievements	4/2020		
Science Day presentation centers	Grade 5	Understanding and applying Science standards	1/2020		
Fall Student Club performances	Club Sponsors	Development of student arts	12/2019		

Spring Student Club Performances	Club Sponsors	Development of student arts	5/2020		
Field Day House Competitions	PE Coach	Developing and exploring physical education activities through friendly competition among different Houses/Teams (TBD)	11/2019		
Health Wellness Fair & National School Lunch Week	School Counselor /PTA	Developing nutritional & physical awareness & well-being	3/2020		
Career Day	School Counselor	Develop Career and School to Work Awareness & Application	February/March 2020		
Poetry Slam	Grade 4	FSA Writing/Social Emotional Learning skills building	February 2020		
Parent/Child Date Night	Team Leaders	Social Emotional Learning/relationship building	February 2020		

Staff Training

will offer the following training to educate teachers, specialized instructional support personnel, principals, and other staff, with the assistance of parents, in the value and utility of contributions of parents, and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and schools [Section 1116(e)(3)].

Content and Type of Activity	Person Responsible	Anticipated Impact on Student Achievement	Timeline (Including frequency and duration)	Evidence of Effectiveness	Evidence-based Research
Sanford Harmony Kit	Sandford District	Social Emotional Well-being	September 2019		

(Social Emotional	Contact & School Counselor				
Small Guided Reading Group Instruction	Curriculum Coach	FSA ELA & Writing FSA achievement and identifying student skills/deficiencies	October 2019		
IReady	District IReady Contact	FSA ELA & Math and Primary End Of Year testing	July 2019		
Microsoft Training	District Microsoft Trainer	Technology based skills development	September 2019		
BAS Running Records Refresher	Literacy Coach	Assessment administration identifies students' skills deficits & reading groups	September 2019		
Math Differentiated Center Activities	District Trainer	Application of Math skills via center use	August 2019		
Science					
Parent conferencing	Administrator /School Counselor	Building communication skills & cultural sensitivity/awareness	August 2019		
RTI Training					
Acaletics Spiral Math	District Trainer	Reinforce Math core concepts/skills	August 2019		

Other Activities

Pembroke Pines Elementary school will develop appropriate roles for community-based organizations and businesses in parent involvement activities; and conduct other activities, such as parent resource centers, the school will conduct these activities to encourage and support parent participation in the education of their children; and shall provide such other reasonable support for parental involvement activities under this section as parents may request [Sections 1116(e)(4), 1116(e)(13) and 1116(e)(14)].

*Choose Peace/Stop Violence Weeks

*National Bullying Prevention Weeks

- *Anti-bullying/Peace Activities Weeks
- *Red Ribbon Week
- *Human Rights Weeks
- *Dr. Seuss Spirit Week
- *Hispanic/Welcoming Schools/Native American/Black History/Jewish History/American Muslim Heritage Weeks
- *Start With Hello Weeks
- *Earth/Recycling Week
- *PTA Book Fair
- *Title I Mobile Unit
- *Movie Nights
- *PTA Holiday Shop
- *PTA General Meetings
- *SAC/SAF meetings
- *Student Competitions

Communication

Pembroke Pines Elementatry school will provide parents of participating children the following [Section 1116(c)(4)]:

- *Timely information about programs under this part [Section 1116(c)(4)(A)];*
- *A description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging State academic standard; and [Section 1116(c)(4)(B)];*
- *If requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible [Section 1116(c)(4)(C)]; and*
- *If the school-wide program plan under Section 1114 (b is not satisfactory to the parents of participating children, submit any parent comments on the plan when the school makes*

the plan available to the local education agency [Section 1116(c)(5)].

- *Pirate Gram Newsletter (Hard copy)
- *Parent Links
- *PPE Website
- *Parent/Teacher Conference forms
- *Marquee
- *Interims/Report Cards
- *Class Dojo & Remind
- *Customer Surveys

Accessibility

Insert School Name will provide full opportunities for participation in parental involvement activities for all parents and family members (including parents and family members with limited English proficiency, disabilities, and parents and family members of migratory children). Including providing information and school reports required under section 1111 in a format and, to the extent practicable, in a language such parents understand [Section 1116(f)].

Pembroke Pines Elementary School-Parent Compact

As a component of the school-level parent involvement plan, each school shall jointly develop, with parents for all children served under this part, a school-parent compact, that outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement [Section 1116(d)].

Provide the LEA electronically the School-Parent Compact and evidence of parent input in the development of the compact.

Adoption

This School Parent Involvement Plan has been developed jointly with, and in agreement with, parents of children participating in Title I, Part A programs, as evidenced by the School Advisory Council's meeting minutes.

This plan was adopted by the school on (MM/DD/YY) and will be in effect during the 2019-2020 school year. The school will make this plan available to all parents of participating Title I, Part A children on or before September 30, 2019.

Signature of Principal

Date

SAC Chairperson

Date