



PEMBROKE LAKES ELEMENTARY SCHOOL  
School Advisory Council (SAC)  
September 24, 2024

### Call to Order

The meeting of the Pembroke Lakes Elementary School Advisory Council was held in the school Media Center and on Teams on September 24, 2024. Mrs. Fernandez made a motion to call the meeting to order at 2:17 p.m. It was moved by Lori McLaughlin and seconded. Kimberly Carraha recorded minutes for this meeting.

### Introduction and Attendance

Quorum was met. Introductions were made by those present and online via Teams.

Mrs. Fernandez made a motion to vote in a parent representative for SAC, Mrs. Anna Zephyr and I-Zone, Jasmine Murias. Motion was moved by Ms. Benedit and seconded.

### Welcome

- Approval of Minutes from May 2024.
  - Motion to approve made by Lori McLaughlin and seconded.
- Approve Bylaws
  - Length of term-members to state re-elected for three terms. Motion to approve made by Stephanie Sedell.
  - Chairperson elected annually at September meeting.
  - Installation of officers will be held at the first meeting.
  - Annual ratification and amended today, September 24, 2024
  - Motion to approve bylaws with changes was made by Mrs. Wagner and seconded.

### High Quality Instruction

- School Improvement Plan Chairs Report (Reading, Math, Science, Writing)
  - Ms. McLaughlin reported that the FAST K-5 had been completed. Teachers were analyzing data and using it to drive instruction. The comprehensive reading plan was reviewed at the SIP committee held yesterday. iReady diagnostic was also completed and a new initiative was shared which includes participation for 2<sup>nd</sup>-5<sup>th</sup> graders showing deficits in phonics. All components on i-Ready will be turned off except for phonics. The initiative will start Monday.
  - Ms. Orrett reported that the math SIP met yesterday to discuss details from the district meeting. Strategies were discussed to assist teachers in following the focus calendar and center ideas and resources provided by the county for implementation in the classroom, was shared. Broward county was #1 for learning gains out of the 5 largest districts in the state. Data from the beginning of the year assessments are being used to drive spiral review and instruction.
  - Ms. Monnin reported that all grade levels have been working on science and took the beginning of the year assessment. She reviewed what topic each grade level is working on and that Science Night is tentatively scheduled for May 14<sup>th</sup>.

- Ms. Benedit reported what each grade level is working on and that they are using benchmark advance program. Teachers are using mini lessons to model the benchmarks.
- Overview of School Improvement Plan (SIP)
  - Mrs. Wagner welcomed incoming kindergarten parents. Explained what the SIP was, a living breathing document which is accessible on our school website and when completed, presented at the end of the year. At each SAC meeting a portion of it will be shared and discussed.
  - Various sections in the "School Info" area were explained such as ESSA school and RAISE, which we are not a part of.
  - Mrs. Wagner also shared the mission statement and school's purpose
    - PLE has been an "A" school for 20 years.
    - Microsoft showcase school for the past 8 years.
    - How we meet students needs through Response to intervention (RTI)
    - Notable achievements and Areas of Improvements
    - Additional Information-clubs

### **Title 1**

Mrs. Wagner introduced Dr. Luwando Wright Director of the Title 1, Migrant and Special Program for Broward County and Adrian Karam-Program Specialist assigned to Pembroke Lakes, who explained the process of qualifying for Title 1 and PLE's status which remains as a title 1 school this year based on grandfather clause. At this time, we are at 46% and need 51% (55% would be comfortable). Free and reduced lunch applications need to be completed to keep receiving the quarter of a million dollars which support the overall operation of the school.

### **Safe and Supportive Environment**

- Guidance Report - Ms. Fultz
  - Peace Week began yesterday.
  - Weekend snack/food packages for students in need continues.
  - Classroom guidance lessons are ongoing during "Fultz Fridays" held during students' specials.
  - Life skills and wellness surveys coming out in October.
  - Thanks to PTA who have donated to families in need.

### **Effective Communication**

- Media Center Report - Ms. Fossella
  - 3,454 books have been checked out to date.
  - Topics discussed and what's happening in Media
    - Digital citizenship
    - Re-think Ed
    - Patriot Day
    - Celebrate Freedom Week-Constitution
    - Hispanic Heritage Month
    - DOT day
  - Awards received
    - PLE is a Beanstack trailblazer school -75% or more students are using beanstack.
    - Florida Power-Library School-One of the best library programs in the state of Florida
    - Golden Lilbrary award from Broward County Schools-1 of 22 libraries in the county that are in compliance.
  - More information in Mrs. Wagner's newsletters

### **Principal's Report**

- Mrs. Wagner shared School Data Information for the 23-24 school year.
  - First year with the FAST assessment so no learning gains reported
  - ELA proficiency increased by 2 percentage points (level 3 or higher) 79%

- Math proficiency increased by 8 percentage points
  - Science from 56 to 63 (only 5<sup>th</sup> grade)
  - Learning gains explained
  - Lowest quartile students can count towards multiple categories was explained
  - Based on the data we are an "A" school.
  - Data helps to determine what subject and groups areas to focus on
- School Environmental Safety Incident Reporting (SESIR) Data
    - Reviewed and updated monthly
    - Parents were showed how to access the data on the school website
    - School related, referable offences that are reported to the state
  - SAC Funds Update
    - Current balance of the available SAC funds in the school's budget \$1,585.12
    - Year-to-date expenditures -\$1,000 (for student agenda books, PTA supplied the balance)
  - S.M.A.R.T. Program Updates
    - HVAC systems still being updated
    - Balancing the air is still being worked on
    - Fire alarm system in final stages
  - Plain Language Emergency Codes
    - Access to the Emergency protocol language was shared via Broward County Schools website
    - Terms such as "Hold", "Secure", "Lockdown", Evacuate, and "Shelter" were explained
  - See Something, Say Something Reporting Methods
    - SBBC website shared along with an explanation of the Safer Watch app and other reporting methods
  - Cognia EProve Survey Results
    - Surveys taken at the end of last year by students, parents, faculty and staff and received after the last SAC meeting.
    - Highlights shared regarding student feedback
    - Highlights were also shared regarding staff and parent feedback-High ratings were in areas of accountability
    - Resource Center was clarified as being in the front office since it was an area parents seemed to not be aware of on the survey.
  - Other School Updates
    - Opened the floor for questions but there were none.

### **Conclusion of SAC Meeting**

Mrs. Fernandez introduced Mrs. Suarez, presenting on behalf of Miguel Suarez, to begin the SAF meeting.

Motion to end the meeting at 3:28 was made by Mrs. Fernandez and seconded.

Our next SAC Meeting will take place on Monday, October 29, 2024.

Submitted by,  
Kimberly Carraha  
SAC Secretary

Approval Date: October 29, 2024