

## **School Advisory Council/School Advisory Forum**

### **Meeting Minutes**

**Hollywood Park Elementary at 2:30 pm**

**January 29, 2025**

#### **ATTENDEES:**

Elena Cardet (SAC Co-Chair); Mrs. Menendez (Principal); Stacy Harrow (Office Manager); Patricia Nix (Secretary); Mercedes Griffiths (Non-Instructional); Maria Weaver (Teacher); John Alvarez (BTU Steward); Melissa D'Ambrosio (Teacher); Ivan Pereira (Teacher); Amber Phillips (SAF Chair); Tywon Jones (Community Representative); Anel Crespo (ESOL parent); Lilian Cannataro (Teacher); Karolyn Cruz-Williams (ELA Coach); Jennifer Valliere (Community Representative)

#### **PROCEEDINGS:**

##### **Welcome:**

\*Everyone was welcomed, and agendas were passed out.

##### **Call to Order:**

- A meeting of the Hollywood Park Elementary School Advisory Council and School Advisory Forum was held in-person in the Hollywood Park Elementary Media Center, on January 29, 2025.
- Mrs. Cardet called the meeting to order at 2:30 pm. Mrs. Nix recorded minutes for this meeting.
- Motion to approve minutes by Mrs. Griffiths. Motion seconded by Mrs. Nix.

##### **SESIR:**

- School Environmental Safety Incident Reporting
- No incidents

##### **Monitoring SIP (School Improvement Plan):**

- Accountability Funds: \$11,457.00
- SAC Advisory Funds: \$55,652.00 (Total)
- A+ Money: \$54,043.00 (To be distributed based on ballot)
- \$1,609 (Rollover)

### Parent Family Engagement Plan (PFEP) Review:

- Ms. Cruz-Williams addressed the committee. She reviewed our parent/family nights.
  - Annual Title 1 Parent Meeting
  - Literacy Night
  - Diversity Night
  - Science Night
  - Publix Math Night
- PD – Utilizing Student Agendas to promote effective communication / Class Dojo Training
- Identify any barriers – Some of the barriers we face include parents and family members with limited English proficiency and disabilities.

### Title 1 Survey Results:

- Some of the surveys have been received. We need 13 more to meet compliance.
- **Parental Input:** Ms. Phillips inquired about any “areas of concern.”
- Ms. Cruz-Williams responded, “yes.” 55% of the parents said that they were not shown any materials.

### Media Center Collection Development Plan:

- Mrs. Menendez addressed the committee.
- This plan will be used for the selection of library books.
- There needs to be a variety of approved genres.
- Approximate Purchasing Plan:

Purpose	Amount
Easy	\$500
Literature/Graphic Novels	\$2,000
Language	\$500
Social Studies/Non-Fiction	\$2,200

- Approximate Annual Budget:

Source	Amount
School Library Budget (\$9.60 Elementary and Middle per pupil)	\$3,979.00
Library Media Internal Funds	\$2,281.93

Grants	\$0
Total	\$6,260.93

### **Accountability Funds:**

- Mrs. Menendez proposed approximately \$6720 of accountability funds towards after school camps.
  - 3<sup>rd</sup> grade would like to target Reading
  - 4<sup>th</sup> grade would like to target Math
  - 5<sup>th</sup> grade would like to target Science
  - All of these are subjects which are tested and will count towards the school grade
  - Ms. Cardet conducted a vote of SAC members. All SAC members present voted **in favor** of putting the money towards after school camps. Quorum was met. The total should be approximately \$6720.

### **Other Discussions:**

- No SAF updates.

Ms. Cardet motioned to adjourn the meeting at 3:10 pm. Motion seconded by Ms. Phillips.

Minutes were submitted by Mrs. Nix.

Approval Date: January 29, 2025

Mission: To provide an environment that is conducive to collaboration and reflection in order for all students to thrive in a global society.

### **Upcoming Dates**

January 30<sup>th</sup> – Penny War ends

February 3<sup>rd</sup>–7<sup>th</sup> – FTE Week

February 7<sup>th</sup> – Honor Roll & A+ Café

February 12<sup>th</sup> – K Round Up (AM/PM) Sessions

February 12<sup>th</sup> – MODS Family Science Night – 6pm

February 14<sup>th</sup> – Early Release (A Day of Service and Love)

February 17<sup>th</sup> – Schools Closed (President's Day)

February 18<sup>th</sup> – Chocolate Fundraiser begins

February 26<sup>th</sup> – SAC/SAF/PTO Meeting