



PEMBROKE LAKES ELEMENTARY SCHOOL  
School Advisory Council (SAC)  
January 28, 2025

### **Call to Order**

The meeting of the Pembroke Lakes Elementary School Advisory Council was held in the school Media Center and on Teams on January 28, 2025. Mrs. Fernandez made a motion to call the meeting to order at 2:25 p.m. It was moved by Kari Freesman and seconded. Kimberly Carraha recorded minutes for this meeting.

### **Introduction and Attendance**

Quorum was met.

### **Welcome**

- Approval of Minutes from November 2024.
  - Motion to approve made by Ms. Lori McLaughlin and seconded.

### **A+ Funds Results**

- School Results Presented
  - Proposal 1 received the most votes
    - 100% of the total money will be divided equally among all 2023-24 full-time PLE staff members on our org unit, including our full-time campus monitors. These employees must have worked one day beyond 50% of their contract calendar. In addition, 33% of the allocated amount per recipient will be allocated to our cafeteria manager.

### **High Quality Instruction**

- School Improvement Plan (SIP) Chairs Report (Reading, Math, Science, Writing)
  - Ms. McLaughlin reported on Reading.
    - Benchmark Advance, Unit 5 is what is currently being covered across grade levels.
    - Growth monitoring progress using i-Ready will take place at the beginning of February.
    - Data chats are ongoing and being analyzed to make necessary adjustments to student intervention and instruction.
  - Ms. Benedict reported on the writing across grade levels. The FSA rubric, and how writing will be assessed was also discussed so that teachers are more able to provide targeted instruction.
  - Ms. Monnin reported that Grade levels 1-4 have completed the MOY Science Assessment; Grade 5 will be complete by this Friday.
    - Science Night is going to be March 18<sup>th</sup> from 6-7:30.
    - FIU will be present to conduct a STEAM activity.
  - Ms. Orrett reported that District meeting focused on Geometric Reasoning

- Approximately 1/3 of the FAST math tests are assessing Geometric Reasoning.
  - PLE teachers are participating in ongoing Scale Up training.
  - ELD full of resources and information that is useful for teachers. Great for math planning.
  - Teachers are using the PM2 data to drive instruction
  - Topics 1-11 cumulative to be administered February 26 - March 15
- Overview of School Improvement Plan (SIP)
  - Lori McLaughlin shared information on the following areas which can be found on our school website.
    - Multi-Tiered System of Support (Self-Assessment of Multi-Tiered System-SAM)
      - Reviewed various categories, domains and how they are rated
      - Three tiers of instruction
        - Students are pulled out for 30 minutes, 5 days a week
    - 25-26 School Improvement Plan Preplanning
    - 24-25 School Improvement Plan Monitoring
  - Mid-Year Reflection
 

Mrs. Wagner explained that after assessments we review that data and see how we are progressing towards our school goals and if target outcomes are on track. Currently Reading and Math are complete.

    - Based on FAST PM 2 data and growth, students are likely to show gains. She explained how the data is used to determine progress being made.
    - Students can fluctuate between tiers as necessary
    - Goals set for PLE are being exceeded in both reading and math.
    - **Science**
    - There were no questions

### **Safe and Supportive Environment**

- Guidance Report - Life Skills and Wellness
  - Prevention programs and mental health updates
  - Xello Lessons (K-3)
  - Career day Wednesday, March 19
- Parenting Corner Series – Ms. Maria Manrique
  - Ms. Manrique is from the Family Counseling Program which is part of the district Mental Health Services Department
  - The Parenting Corner is available across all grade levels
  - The objective is to provide parents with strategies and tools to address common daily challenges with young children, aiming to prevent teenage behavioral issues in the future.
  - Services are free
  - Workshops can be accessed through TEAMS

### **Effective Communication**

- Media Center Report -7,729 books checked out. We are the number one school for book checkouts.
  - Beanstack Winter Challenge-we are currently in 2<sup>nd</sup> place. We receive \$2000 worth of books if we place first-Deadline is end of January.
  - January topics
  - Jewish Heritage Month
  - Black History Month
- Collection Development Plan
  - The analysis is done on a yearly basis reviewed by the district and state

- Our library has 7,881 items in the collection
- Ms. Fossella shared other data in various categories and the library budget.

## Title 1

- Review current Parent and Family Engagement Plan
  - Trace Jones reviewed the school plan and various programs that are offered in the school
  - Those present were asked to review and keep in mind any changes they may like to make.
    - Annual parent meetings are Open House and Meet and Greet
    - Microsoft TEAMS meetings are also available
    - Programs offered included
      - Blztown
      - Publix Night
      - Movie Night
      - Curriculum Night and many other programs were shared
      - Boosterthon needs to be changed to **APEX Obstacle Course**
- Develop upcoming school year's Parent and Family Engagement Plan
  - Ms. Jones opened the floor to discuss any other changes, suggestions or revisions for next school year's plan.
  - No suggestions other than the change in fundraiser was made at this time.

## Principal's Report-Mrs. Wagner

- School Environmental Safety Incident Reporting (SESIR) Data
  - 1 un-substantiated case of bullying from the beginning of the year
  - Nothing new to report
- Accountability (SAC) Funds Update
  - The current balance of the available Accountability funds in the school's budget is \$1,707.12
  - Year-to-date expenditures \$1,000
- Mrs. Wagner made a motion to request the utilization of Accountability Funds to pay teachers' an additional assignment to teach Extended Learning Opportunity Camps not to exceed \$1,707. The motion was seconded, by Lori McLaughlin.
- It was unanimously voted to approve the motion.
- Before and After School Child Care Quality Standards Needs Assessment Review
  - Feedback was very positive overall
  - Areas of concern-
    - cafeteria door was not closed properly due to a cord that had gotten caught in it.
    - Counselor did not have a proper count.
    - Discrepancy between aftercare medicine and medicine in clinic which have medical authorization forms
    - Custodial cart left in hallway
    - Some aftercare registration forms did not have complete signatures
    - Areas of concern were addressed and corrections made.
- Other School Updates
  - Flanagan is having a spotlight night which everyone was encouraged to attend. Flannigan has a new principal, and they will be sharing information about all their programs.
  - Kindergarten round-up will be held earlier for the 25-26 year as well as the addition of morning (Monday, February 24<sup>th</sup>) and afternoon (February 25<sup>th</sup>) options.

**Conclusion of SAC Meeting**

- Questions/Comments  
Motion to end the meeting at was made by Mrs. Fernandez and seconded.

Our next SAC Meeting will take place on February 25, 2025

Submitted by,  
Kimberly Carraha  
SAC Secretary  
Approval Date: 2/25/2025