

Pines Lakes Elementary  
SAC Minutes – Friday, August 26, 2022

Attendance:

Christina Dejaen  
Melanie Muroff  
Michelle Luria  
Natalie Hue  
Lindsey Leto  
Amrita Balroop  
Shanice Goldwire  
Tu Ngto  
Shuntice McBurrows  
Laura Cote  
Susan Sasse  
Derckson Levy  
Sthepany Pena  
Kelly Creviston

Call to Order:

A meeting of the Pines Lakes Elementary School Advisory Council was held in person on Friday, August 26, 2022. Christina Dejean called the meeting to order at 7:36 am. Kelly Creviston will record the minutes for this meeting.

Minutes:

Approval of May 20, 2022, minutes: There was a printing error so May minutes will be reviewed at the September meeting.

Reports:

- a. Principal's Report
  - Staff updates:
    - a. Projected enrollment 512; current enrollment 488. Two teacher positions unfilled due to lower numbers

- a. Ms. Muroff asked how we are working with class size with the open positions. Mrs. Sasse stated Ms. Quintero is posting sub jobs for those positions to provide support to the classes with larger numbers
    - b. Current vacancies: assistant head facility serviceperson, ESP's
  - b. Safety and Security:
    - a. The district has updated the standard response protocol into plain language. All teachers attended a course to go over the new protocols. Ms. Balroop reviewed the plain language standard response protocol.
    - b. Saferwatch App: parents can download the app and get updates on any police activity in the area and lockdown updates. It is a safety app to keep everyone informed.
  - c. School Improvement Plan Updates
    - a. Positive Schoolwide Behavior Plan
    - b. Parent and Family Engagement Plan
    - c. School Improvement Plan
      - a. Trend Data:
        - a. 2017: B
        - b. 2018: B
        - c. 2019: B
        - d. 2020: N/A
        - e. 2021: C
        - f. 2022: C
      - b. While we remained at a C, we did have good growth. Ms. Balroop reviewed the 2021-2022 school grade chart.
  - d. School Accountability Funds Updates
    - a. Balance \$10,594.66 - carryover
  - d. SESIR Data
    - a. None this year so far
    - b. Additional part-time school counselor funded based on SRA/BTA data from last year. She is on campus on Thursdays and Fridays
      - a. Last year was difficult for our students, however this year is off to a great start with behavior. Students are using the Power of 3 with great fidelity
  - e. Title 1 Updates
    - a. Staff Updates:
      - a. Literacy Coach, STEM Teacher, Teacher
      - b. VPK program – Teacher and 2 ESP's
    - b. Parent Involvement
      - a. Parent Nights (refreshments, stipends)
    - c. Supplemental Activities
      - a. Professional development (consultant fees, subs, teacher stipends)
      - b. Science resource materials – grades 4 and 5
    - d. Questions: a parent asked about title 1 funds now that breakfast and lunch are free. Mrs. Sasse explained how the district and state are tracking and encourages parents to still fill out the form for free and

reduced lunch. Mrs. Sasse will get more information to follow up with next month.

Unfinished Business: none at this time

Presentation: none at this time

New Business:

- a. Meeting Dates and Times
    1. Meetings will be on Friday mornings, with one meeting in the evening and one meeting after school. All dates and times can be found in the first day folder.
  - b. SAC Composition and Membership
    1. Ms. Dejean reviewed the requirements of the committee.
  - c. Nomination Process – Ms. Muroff moves to approve. Ms. Cote seconds the SAC Chair and Secretary positions.
    - i. Approve SAC Chair and Secretary
      1. Chair: Christina Dejean
      2. Secretary: Kelly Creviston
  - d. Review and Approve SAC Bylaws
    1. Ms. Dejean reviewed the purpose of the bylaws
  - e. Parent Input on the School Improvement Plan
    1. Ms. Balroop stated we are working on closing out the plan from last year now that we have data from the state and will begin working on this year's plan. Students will be taking the first FAST assessment over the next few weeks, and the data will be reviewed and used to update the SIP.
  - f. 2022-2023 Parent and Family Engagement Plan
    1. Ms. Dejean reviewed the plan.
  - g. School-Parent Compact Review
    1. Ms. Dejean reviewed the compact.
  - h. Parent Involvement Allocation
    1. This was discussed in Title 1 updates.
- f. Questions:
- a. Ms. Muroff shared that there is a 50% split on the vote. Both teachers agreed to share the responsibility, one being a backup.
  - b. A question was asked about i-Ready, now that the District has moved away from it. What will we be using and how will students and families be supported that do not have devices at home? There is a program through Verizon that provides devices. Mrs. Sasse said she is not familiar with the Verizon program but will look into it and shared i-Ready was on the agenda to vote on last year, but we did not have a quorum to vote on the funds.

- c. Ms. Cote encouraged attendees to continue coming to the meetings so we can meet quorum and vote on important matters. She encouraged attendees to invite more parents as well.

Announcement: The next meeting will be held on Friday, September 16, 2022, in room 124.

Meeting Adjournment: Ms. Dejean motions to adjourn the meeting at 8:12 am. Ms. Muroff approves the motion. Ms. McBurrows seconds the motion.

Submitted by,

Name of Recorder: Kelly Creviston

Name of Position on Board: SAC Secretary

Approval Date: \_\_\_\_\_