

Sunset Lakes Elementary School Advisory Council (SAC) Meeting

Date	Location	Time
March 19, 2025	Room 132	2:15 PM

Meeting Called By: Kaitlyn Docekal
 Type of Meeting: Regular Monthly Meeting
 Facilitators: Kaitlyn Docekal & Jennifer Alberti

Agenda Topics

Welcome & Introductions	Ms. Docekal
Approval of Minutes SAC (February)	Ms. Alberti
Accountability Funds- \$0	Ms. Alberti
SESIR- https://www.browardschools.com/Page/38107	Ms. Docekal
School Improvement Plan- Monitor	Ms. Docekal
Principal's Report	Mrs. Goulette
Adjournment	Ms. Docekal

SAC Meeting is the first half hour and SAF is held immediately following SAC.







April 23, 2025
 May 28, 2025



☆ SAC Sign in Sheet for Sunset Lakes ES (3661)

Date: 3/19/25

Time: _____

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Alberti, Jennifer	SAC Co-Chair, Pre-K (if applicable - parent or certified teacher)	Yes	No	
2	Carter Remy, Beverly	Parent	No	Yes	
3	Cotto-Perez, Lauren	Parent	No	Yes	
4	DeFrance, Brenna	BTU Steward (or designee)	Yes	No	
5	Docekal, Kaitlyn	SAC Co-Chair	Yes	No	
6	Francois, Alyssa	Teacher	Yes	No	
7	Gilbert, Don	I-Zone Representative (must be a parent)	No	Yes	
8	Goulette, Janice	Principal	Yes	No	
9	Hurst, Aixa	Non-Instructional Support Employees	Yes	No	
10	Leon-Schmid, Catalina	SAF Chair (or designee) Parent of a student at the school	No	Yes	
11	Pacheco, Peggy	SAC Secretary	No	Yes	

Date: _____		Time: _____			
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
12	Padilla , Matilde	Community / Business Representatives	No	No	
13	Randle, Miranda	ESE Parent of a student at the school , Teacher	Yes	Yes	
14	Santana Mesonero, Paloma	ESOL Parent of a student at the school	No	Yes	
15	Soto, Raul	Gifted Parent of a student at the school	No	Yes	
16	Thompson , Nanette	Parent	No	Yes	

☆ SAC Sign in Sheet for Sunset Lakes ES (3661)

Date: 3/19/25

Time: 2:15pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Peggy Padew		✓		Peggy Padew
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Sunset Lakes Elementary School
SAC Minutes - March 19, 2025

Attendance:

Jennifer Alberti
Kaitlyn Docekal
Beverly Carter Remy
Alyssa Francois
Janice Goulette
Peggy Pacheco

Call to Order: Kaitlyn Docekal

A meeting of the Sunset Lakes Elementary School Advisory Council was held in Room 132 on March 19, 2025.
Co- Chair Kaitlyn Docekal called the meeting to order at 2:23pm. Peggy Pacheco will record minutes for this meeting.

Minutes: Jennifer Alberti

Approval of February SAC minutes will be tabled to April SAC Meeting since we were not able to make quorum at the March SAC Meeting.

New Business:

Accountability Funds – Jennifer Alberti

1. Accountability Funds total \$0
 - a. SAC voted unanimously at the January SAC meeting for accountability funds to be able to fund our afterschool camps.
 - b. At this time, our balance will remain at \$0.

SESIR Report – <https://www.browardschools.com/Page/38107> -Kaitlyn Docekal

1. SESIR Reports are available at the website above and is public record.
2. The report keeps record of incidents in the school throughout the year. The report is updated once an incident is reported and will stay on the report during the entire school year.
3. Currently there have been zero incidents for our school SESIR Report for the 2024-25 school year.

School Improvement Plan- Mid Year Reflection– Kaitlyn Docekal

1. Sunset Lakes Elementary School administration and staff members have tracked data and are understanding the trends that are going on at various grade levels.
2. Support Staff has been assigned to each grade level to provide support as needed to help the teachers with proper remediation and resources.
3. We have a month before the STAR and FAST assessments, so we are utilizing our crunch time plans effectively to maximize student learning.

Principal's Report – Janice Goulette

1. BEST Writing will be administered on April 3rd. The students are well prepared for the assessment.
2. Testing schedule in May will be a bit different this year. Small group testing will be taking place differently and the students will be testing with familiar faces.
3. As for the budget, we currently sit at 629 and next year we are projected to be at 517.
4. In April or May SAC Meeting, the official budget presentation will be held, and the enrollment could greatly impact our budget.

Next Meeting Date & Time:

The next meeting will be held on April 23, 2025 in Room 132.

Meeting Adjournment:

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:27 PM. Motion carried unanimously.

Submitted by, Peggy Pacheco Approval Date: DRAFT

Sunset Lakes Elementary School
SAC Minutes - February 26, 2025

Attendance:

Jennifer Alberti
Kaitlyn Docekal
Beverly Carter Remy
Alyssa Francois
Don Gilbert
Janice Goulette
Catalina Leon-Schmid
Peggy Pacheco
Matilde Padilla
Miranda Randle

Call to Order: Kaitlyn Docekal

A meeting of the Sunset Lakes Elementary School Advisory Council was held in Room 132 on February 26, 2025.

Co- Chair Kaitlyn Docekal called the meeting to order at 2:19pm. Peggy Pacheco will record minutes for this meeting.

Minutes: Jennifer Alberti

Approving of January SAC minutes: Motion to approve by Matilde Padilla. Second by Kaitlyn Docekal.

New Business:

Accountability Funds – Jennifer Alberti

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SESIR Report – <https://www.browardschools.com/Page/38107> -Kaitlyn Docekal

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3. Currently there have been zero incidents for our school SESIR Report for the 2024-25 school year.

School Improvement Plan- Mid Year Reflection– Kaitlyn Docekal

1. Sunset Lakes Elementary School administration and staff members have tracked PM2 data and have met with teachers for data chats to analyze data and address any student needs.
2. Support Staff and administration will continue to monitor data and make adjustments school wide as needed.
3. We have put in support for our primary and intermediate grade levels to ensure that remediation is taking place based on the data.

Principal's Report – Janice Goulette

1. Support Staff has restructured support for grades 3-5 using our paras to run some small groups to target deficiencies.
2. Ms. Patrick and Ms. Docekal have taken on some 1st and 2nd grade groups to put support for the primary grade levels.
3. We have identified our bubble students and have created groups to ensure proficiency.
4. We have raised so far \$16,000 for our Kids Heart Challenge. More students have completed Finn's Mission this year than last year.
5. We are wrapping up Black History Month this week.
6. Students went to Everglades High to see the performance there and grades 2 & 4 participated in the event.

Sunset Lakes Elementary School
SAC Minutes - February 26, 2025.

Next Meeting Date & Time:

The next meeting will be held on March 19, 2025 in Room 132.

Meeting Adjournment:

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:24 PM. Motion carried unanimously.

Submitted by, Peggy Pacheco Approval Date: DRAFT