

Sunset Lakes Elementary School  
SAC/SAF Joint Meeting Minutes - May 16, 2025

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**Attendance:**

Kaitlyn Docekal  
Janice Goulette  
Jennifer Alberti  
Alyssa Francois  
Don Gilbert  
Aixa Hurst  
Catalina Leon-  
Schmid  
Peggy Pacheco  
Miranda Randle  
Brenna DeFrance  
Carine Williams  
Amanda Bacchus  
Francine Friedman

**Call to Order:**

A meeting of the \_\_\_Sunset Lakes Elementary School Advisory Council was held in Room 132 on May 16, 2025. Co-Chair Kaitlyn Docekal called the meeting to order at 2:22 PM. Peggy Pacheco will record minutes for this meeting.

**Minutes (SAC):**

The SAC April minutes were approved by Brenna DeFrance and seconded by Miranda Randle.

**Minutes (SAF):**

The SAF April minutes were approved by Brenna DeFrance and seconded by Miranda Randle.

**25-26 Budget Presentation-** Janice Goulette

1. The Sunset Lakes Budget Presentation consisted of talking about positions rather than people. There could always be an increase or decrease in the budget depending on student enrollment for the next school year.
2. Administration made sure students were at the forefront of every decision and kept their success in mind when having to make important budget decisions.
3. The budget is being projected off 517 students for the 25-26 school year.
4. As for classroom positions, we will have 23 classroom teachers with an elimination of Art Specials.
5. Sunset Lakes will decrease to only 1 VPK class.
6. Based on test scores, we anticipate making our A and receiving our A+ Funds for next school year.
7. The budget is always subject to change based on enrollment.
8. Currently, we are only talking about positions and not people. Staff will be moved to other positions based on qualifications.

**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.

**Info/Update from South Area Advisory Council-** Catalina Schmid-Leon

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1. At this time, there is no new information to report since the South Area Advisory Council does not meet until next week.
2. Communications will be sent out with updated information.

**School Improvement Plan- Update–** Kaitlyn Docekal

1. Currently on target to meet SIP goals for this school year.
2. Test scores have come back strong so far. Admin and support staff are working on calculating out proficiency and ensuring all students are successful.

**PTSA Update & Other Volunteer News-** Catalina Schmid-Leon

1. We have a lot of end of year activities coming up that we are excited for.
2. So many students have done such a great job and will have their parties/rewards.

**Principal's Report-** Janice Goulette

1. STAR and FAST scores are looking positive with great learning gains and proficiency.
2. Overall grade level proficiency looks strong school wide.
3. Teachers have worked so hard this year to get us to our goals.
4. Academic camps have played a huge role in the success of our school scores.

**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.

**Next Meeting Date & Time:**

The next meeting will be held on September 24, 2025 at 2:15 PM in the Room 132

**Meeting Adjournment:**

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:53PM. Motion carried unanimously.

Submitted by, Peggy Pacheco Approval Date: DRAFT



# Sunset Lakes Elementary School

## SAC/SAF Joint Meeting Minutes - April 23, 2025

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### **Attendance:**

Kaitlyn Docekal  
Janice Goulette  
Jennifer Alberti  
Alyssa Francois  
Don Gilbert  
Aixa Hurst  
Catalina Leon-Schmid  
Peggy Pacheco  
Miranda Randle

### **Call to Order:**

A meeting of the \_\_\_Sunset Lakes Elementary School Advisory Council was held in Room 132 on April 23, 2025. Co-Chair Kaitlyn Docekal called the meeting to order at 2:20 PM. Peggy Pacheco will record minutes for this meeting.

### **Minutes (SAC):**

The SAC February minutes were approved by Alyssa Francois and seconded by Miranda Randle.

The SAC March minutes were approved by Peggy Pacheco and seconded by Catalina Schmid-Leon.

### **Minutes (SAF):**

The SAF February minutes were approved by Jennifer Alberti and seconded by Kaitlyn Docekal.

There were no SAF meetings in March, therefore we do not have March SAF Minutes to approve.

### **Principal's Report-** Janice Goulette

1. Sunset Lakes recently hired a bookkeeper for our school. The goal of the bookkeeper is to continue to provide exceptional customer service for all stakeholders.
2. The school has been working on the budget for the next school year. The budget presentation should be ready to be presented in early May to mid-May.
3. Testing this school year is scheduled for a bit later this year. As a school we have decided to have students test with a familiar face.
4. Afterschool camp has wrapped up. We are hopeful that the camp has been able to show great results going into our STAR and FAST Assessments.

### **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.

### **Info/Update from South Area Advisory Council-** Catalina Schmid-Leon

1. The student performance report for PM3 has shown great growth. There is a projected increase from 52% to 65% by the 26-27 school year and regarding Grade 9 proficiency it is projected to be from 53% to 63%.
2. The district has been showing improvement in scores over the past few years. The south region has been leading with test scores. There is a gap that has been showing in ELA regarding race and ethnicity.
3. Graduation rates in BCPS are higher than students in charter schools.
4. School Choice Window is from April 7-August.
5. Methods of communication regarding the school board is through various meetings, data, and surveys.

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6. The new reconfiguration of schools is as follows: Pines Middle 6-12, Silver Shores-STEM Academy K-8, Coconut Creek K-8, Coral Cove K-8.

**School Improvement Plan- Update—** Kaitlyn Docekal

1. Currently on target to meet SIP goals for this school year.
2. Support staff worked to identify students and updating intervention groups to ensure that we are meeting those student's needs.
3. Teachers have remediation plans in place, so that target interventions are being implemented.

**PTSA Update & Other Volunteer News-** Catalina Schmid-Leon

1. Book Fair and Multicultural night was very successful, the event was busy and students had a great time.
2. Papa John's Fundraiser is currently going on.

**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.

**Next Meeting Date & Time:**

The next meeting will be held on May 28, 2025 at 2:15 PM in the Room 132

**Meeting Adjournment:**

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:35PM. Motion carried unanimously.  
Submitted by, Peggy Pacheco Approval Date: 5/16/25