



**West Hollywood Elementary**

**School Advisory Council & School Advisory Forum Joint Meeting  
December 7, 2023**

- I. Welcome**
- II. Approval of November Minutes**
- III. School Improvement Plan – Mr. Myers**
  - a. Science Plan**
- IV. Title I Updates – Dr. Murphy**
  - a. Parent Survey: Review and discuss results (H3)**
  - b. Parent and Family Engagement Plan: Review and Develop (E4)**
  - c. School Wide Plan: Review and Develop (B5)**
  - d. Revisions for PFEP, Parent Involvement Plan/Allocation (F4)**
  - e. School-Parent Compact: Review and Develop (G4)**
  - f. Questions & Answers**
- V. Principal's Report – Mrs. Palacios**
  - a. School Recognition Funds - \$32.00**
  - b. Accountability Funds - \$3,123.57**
  - c. School Environmental Safety Incident Reporting Database (SESIR) for the school year 2023-2024**
- VI. Other Business**
- VII. Adjournment**



**West Hollywood Elementary**

**School Advisory Council & School Advisory Forum Joint Meeting  
November 2, 2023**

- I. **Welcome** - Mr. Myers gave a warm welcome to all in attendance and started the meeting at 5:35PM.
- II. **Approval of October Minutes** - Mr. Myers reviewed the October minutes and motioned to approve the minutes. Ms. Rubinstein seconded the motion and the motion passed.
- III. **School Improvement Plan – Mr. Myers**
  - a. **Math Plan** – Mr. Myers shared math data from the previous school year. He mentioned that in 3<sup>rd</sup> grade last year 68 students were tested and 36 were proficient (level 3 or above) (53%). In 4<sup>th</sup> grade 62 students were tested and 31 were proficient (50%). In 5<sup>th</sup> grade we had 63 students tested and 18 were proficient (29%). That puts us at a school wide average of 85/193 (44%) proficient.

Mr. Myers continued to say that we started the school year assessing students. Our goal for the year is to have at least 50% of our K-2 students be proficient on the statewide assessments. For grades 3-5 our goal is to also have at least 50% of the students score proficient on the statewide assessment, which is considered a level 3 or above. We are going to work toward those goals using academic afterschool camp and math interventions. Our interventionists are working hard filling in gaps in number and operations, algebra and algebraic thinking, measurement and data, and geometry.
- IV. **Title I Updates – Dr. Murphy**
  - a. **Title I Survey** – Parents were given opportunity for input on School Improvement Plan with Title 1 Plan (Addendum). No input was provided by teacher, parent, and community. Parents were encouraged to provide input by completing the Title 1 survey. The title 1 Compact was discussed, and Dr. Murphy encouraged parents to complete and return to the school.
- V. **Principal's Report – Mrs. Palacios**
  - a. **Thank you** – Mrs. Palacios thanked all parents and staff for the help with the vocabulary parade that was recently held at the school.
  - b. **School Recognition Funds** - Mrs. Palacios shared with everyone that the School Recognition Funds amount is \$32.00.

- c. **Accountability Funds** – Mrs. Palacios shared with everyone that the Accountability Funds amount is \$3,123.57. We might be looking into a program for the school called Curb Smart. It is a program that is going to help with dismissal. It is around \$5,000. We are going to look into this as an option for purchasing this for our school and possibly vote on it next meeting.
- d. **School Environmental Safety Incident Reporting Database (SESIR) for the school year 2023-2024** – Mrs. Palacios shared with everyone that there haven't been any new incidents since the last meeting.

**VI. Other Business – SAF** – Mr. Myers shared important information with all in attendance about the recent items discussed at the recent South Area Advisory meeting on October 18 that Ms. Jennings attended, but unfortunately couldn't make it to the meeting tonight. The following items were discussed:

- a. **Transportation Updates:** There is an urgent need for CDL and regular driver's license holders. Actively hiring with a \$1000 sign-on bonus, minimum salary of \$18 per hour. 80% of routes operate from 5:30 AM to 5:30 PM. Part-time positions are available.
- b. **Upcoming Dates:** DADS Challenge on 10/23 from 10 AM to 2 PM at Apollo Middle School. Virtual Budget Training on October 27th. South Area Meeting on November 15th (9-12) at McArthur High School.
- c. **Regional Superintendent's Updates:** Students suspended will go through an alternate external suspension process. School resource officers (SRO) make arrest determinations on school property.
- d. **Other Business:** Science adoption link available on the district site, with a physical copy at the KC Wright building. Emphasis on new registration; November/December training for migration into the next year. Introduction of a messaging app for parents. Discussion on the availability of the app due to concerns about information collection.
- e. **Next Meeting:** The next South Area Meeting scheduled for November 15th at McArthur High School.

**VII. Adjournment** - Mr. Myers adjourned the meeting at 6:01p.m.



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**December 7, 2023**

- I. **Welcome** - Mr. Myers gave a warm welcome to all in attendance and started the meeting at 5:35PM.
- II. **Approval of November Minutes** - Mr. Myers reviewed the November minutes and motioned to approve the minutes. Ms. Rubinstein seconded the motion and the motion passed.
- III. **School Improvement Plan – Mr. Myers**
  - a. **Science Plan** – Mr. Myers shared science data from the previous school year. He mentioned that it is unique because only 5<sup>th</sup> grade gets a score for science since they are the only state tested grade in this content area for our school. Last year 57 students were tested and 7 were proficient (level 3 or above) (12%).

Mr. Myers continued to say that this year we are departmentalized in grades 4-5 this year. There is a dedicated Reading, Math, and Science teacher that the students rotate through. Our goal is to have at least 50% of our students be proficient on the statewide assessments. We are going to work toward those goals using academic afterschool camp, targeted small group instruction, and science labs.
- IV. **Title I Updates – Dr. Murphy:**  
**2023-2024 Title 1 Survey Results**

Dr. Murphy shared the results of the Title 1 Survey. This year, we collected 63 responses. The areas rated highest are:

  1. I feel respected by my child's school (98.3%)
  2. I know how to contact my child's teacher (100%)
  3. I feel welcomed at my school (92.3%)
  4. I obtain information about standards, testing, and helping my child succeed in school from Title 1 Meetings (98.3%) and Conferences with a teacher (86.8%)

The top areas that we can improve are:

1. I receive materials to help me work with my child to do better in school (21% not applicable or disagreed)

2. I have received information about standards, testing and helping your child succeed in school by district website (48.8% disagreed)
3. I have received information about standards, testing and helping your child succeed in school by Florida Department of Education (FLDOE) website (47.5% disagreed)

Due to our district's transition to the Science of Reading curriculum, resources have been updated and will be distributed to parents. Teachers share Florida State Standards results and explained the meaning of scores with parents during individual conferences. However, parents need additional guidance with accessing district and FLDOE websites.

#### **Review of 2023-24 Parent and Family Engagement Plan**

Dr. Murphy reviewed the reflection form of the current year's Family Engagement Plan. Evidence-based research and evaluations of implementation and effectiveness were shared with parents at the meetings. Our Title One Annual Meeting was attended by 142 participants. Our Family Fiesta Night was attended by 55 participants. Our Literacy Night was attended by 40 participants.

#### **Title One Plan 2023-2024**

The mission of West Hollywood ES for 2023-2024 school year is to provide the opportunity and means for all students to achieve their maximum academic potential and develop social and life skills necessary to become engaged as global citizens.

#### **School Level Parent Engagement Plan**

Parents were invited to participate in the development/or provide input, evaluation, and revisions of the upcoming school year's School-level Parent and Family Engagement Plan (PFEP). Parents indicated that no revisions are needed and the status quo is satisfactory to continue for the upcoming school year. West Hollywood ES will continue to conduct an annual meeting designed to inform parents of the Title One program, the nature of Title One, the school choice and the rights of parents, including timeline, person responsible, documentation to be maintained, and the steps to ensure all parents are invited and encouraged to attend. We will continue to send flyers in person; announce family nights on our school website, parent link and school marquis; as well as school newsletters. We will advertise public meetings in August, create agendas, hold annual parent meetings in August/September, host VPK/Head Start programs. Family Nights will be held on the first Thursday of every month, in compliance with SAC meeting requirements. We will continue with the ROAR schoolwide behavior plan and mobile unit visit of our food pantry.

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#### **School Improvement Plan & Title 1 Addendum**

Parents were given an opportunity to review the current plan, SIP, and Title 1 Addendum and provide input on plan for the upcoming school year. Parent feedback indicated that these documents should remain status quo and approved of each section of the document as written.

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#### **Parent Compact**

Dr. Murphy reviewed the current year compact and elicited parent input for the upcoming year's School-Parent Compact. Parents agreed to keep wording of compact status quo for upcoming year. West Hollywood ES will provide high quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the state's student academic achievement requirements, hold parent teacher conferences twice a year in elementary schools to discuss individual

child's achievement. The compact will be discussed at the Title 1 Annual meeting/ Open House in September of 2024, at parent-teacher conferences twice yearly. We will have literacy, math, STEAM family nights to provide parents frequent reports including interims/ report cards, standardized test scores, virtual counselor. Parents will be given opportunities to volunteer in class and access to staff before and after school.

#### **Parent Involvement Allocation**

Parent allocation funds total of \$2,685 was distributed as follows: Teacher Stipend for parent trainings: \$1,600 per training, Fringe expense: \$141, Refreshments: \$806. Dr. Murphy asked for recommendations for topics, events, themes for Title One Family Nights for consideration as we plan our 2024-2025 activities. Parents were involved in the decision regarding how the school's upcoming Parental Involvement allocation is used for parental involvement activities. Parent feedback indicated to continue the distribution of funds status quo and approved of the allocation funds with monetary amounts discussed above.

### **V. Principal's Report – Mrs. Palacios**

- a. **School Recognition Funds** - Mrs. Palacios shared with everyone that the School Recognition Funds amount is \$32.00.
- b. **Accountability Funds** – Mrs. Palacios shared with everyone that the Accountability Funds amount is \$3,123.57. The curb smart program we talked about last meeting we decided to table it and review as a possibility for next school year due to dismissal running smoother.
- c. **School Environmental Safety Incident Reporting Database (SESIR) for the school year 2023-2024** – Mrs. Palacios shared with everyone that there haven't been any new incidents since the last meeting.

### **VI. Other Business – SAF – Ms. Jennings shared important information with all in attendance about the recent items discussed at the recent South Area Advisory meeting on November 18 that Ms. Jennings attended. The following items were discussed:**

- a. Richard Baum: A lot of confusion about testing. Last year State cancelled the spring assessments and waived the graduation requirements for Seniors.
- b. Phillip Shaver: Additional Requirement – During eLearning, attendance and instruction, the use of student cameras is required. Students will be counted in attendance in the learning environment during their scheduled class time. Teachers should be flexible and consider any extenuating circumstances of individual students who may be unable to turn on a camera and may consider other evidence of attendance in these individual cases.





- c. District Advisory Council Report (Christina Kim): How do calls to Defund the Police from BLM impact our school policy around SRO? County funds BLO, No one is looking a defunding just realignment may occur. When will school send out survey? Most likely they were waiting on executive decision to extend eLearning through Spring. Team believes it will be sent out around December 15th. If SAF chair would like to verify for their schools that policy is being followed for Isolation room and clinic. Nurse shortage. Cross contamination issue if it is the same person in the clinic and the isolation room.
- d. Next Meeting: The next South Area Meeting scheduled for January 18<sup>th</sup>.

**VII. Adjournment** - Mr. Myers adjourned the meeting at 6:04p.m.

☆ SAC Sign in Sheet for West Hollywood ES (0161)

Date: 12/7/2023

Time: 5:30 PM

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Andre, Ashley	Community / Business Representatives	No	No	
2	Fonseca, Cassandra	I-Zone Representative (must be a parent)	No	Yes	
3	Heeralal, Deliah	Gifted Parent of a student at the school	No	Yes	
4	Jennings, Angela	SAF Chair (or designee) Parent of a student at the school	No	Yes	AJ
5	Khan, Shazeena	Parent	No	Yes	
6	Matos, Stephanie	Parent	No	Yes	
7	Myers, Mark	SAC Co-Chair	Yes	No	
8	Palacios, Lina	Principal	Yes	No	
9	Puglisi, Astria	ESOL Parent of a student at the school	No	Yes	
10	Rosemarie, Campo	Teacher	Yes	No	
11	Rubinstein, Amber	SAC Co-Chair	Yes	No	
12	Sherrod, Wynton	Parent	No	Yes	
13	Strayer, Karen	ESE Parent of a student at the school	No	Yes	
14	Tyler, Mozella	BTU Steward (or designee)	Yes	No	
15	Vergara, Giovanni	Non-Instructional Support Employees	Yes	Yes	
16	Zamudio, Cristina	Pre-K (if applicable - parent or certified teacher)	Yes	No	





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