

Sea Gate Elementary School Advisory Council Minutes

SAC MINUTES FOR:	November 12, 2024
SAC CHAIR	Rachel Faramo
PRINCIPAL	Meredith Kirby
NOTIFICATION OF MINUTES	Posted on school website, in school office, and emailed to SAC members
MEMBERS PRESENT	Gordana Radmilovic, Kailey Dodd, Laarni West, Rachel Faramo, Karen Pelletier, Susan Hansen, Melissa Dogali
MEMBERS ABSENT	Meredith Kirby, Tara Stokes, Erika Joseph, Susy Lang
QUORUM PRESENT	Yes
WELCOME	The meeting was called to order at 5:00 by Rachel Faramo. Seconded by Laarni West.
APPROVAL OF MINUTES	A motion was made by Susan Hanson to accept the November 12, 2024, minutes. Seconded by Laarni West.
AGENDA ITEM 1	Principal Updates: <ul style="list-style-type: none"> Mrs. Howard shared that the school board meeting began at 4:30pm and we should have concrete answers about any adjustments to the 24-25 academic calendar, specifically with the return from winter break and the end of quarter 2. iReady testing is still expected to occur in December and PM2 testing in mid-January. Current balance for SAC funds: SCHIMPR \$3,627.08, T-Leads \$9,046.49 and SHREC \$2,755.81. Funds roll over.
AGENDA ITEM 2	Safety and Security <ul style="list-style-type: none"> Fence: The backstop has been removed. SGE and CCPS are currently working on signage for the community to know the exact hours the park is accessible and available for use. Rachel Faramo recommended signage that is proactive regarding cameras/surveillance since both SGE and the City have cameras on the property.
AGENDA ITEM 3	Media Center Updates <ul style="list-style-type: none"> Book list for Review: Information Item only. No book list for this month.
AGENDA ITEM 4	Proposed Spending Item* \$1679.60 – 40 cases of Office Depot Brand Copier Paper, Letter Size. \$49.49/case Each case contains 10 reams, each ream contains 500 sheets. <ul style="list-style-type: none"> A motion was made by Melissa Dogali to approve the proposed spending of funds for 40 cases of paper, noting that the price may have changed slightly from the amount listed above. Susan Hansen seconded the motion. Unanimous vote, 7-0 in favor of purchasing 40 cases of copy paper. Funds for the purchase of paper will be taken out of the T-Leads funds in the SAC funds.
AGENDA ITEM 5	A+ Florida School Recognition Funds (FS 1008.36) <ul style="list-style-type: none"> Committee representatives completed by teams November 5th meeting held to discuss proposals A second meeting was held this morning (November 12th) with representatives voting on which two proposals to push forward for a schoolwide staff vote. Kailey Dodd, A+ organizer, will be sharing the proposals with staff on Wednesday, November 13th. Staff members will vote on the morning of November 19th.

	<ul style="list-style-type: none"> A special SAC meeting was called to review the results of the November 19th vote and cast a vote to approve/not approve the SGE proposed distribution schedule. The purpose of the special meeting is to ensure SGE staff are quickly compensated with the A+ funds and/or give them more time to bring a new proposed distribution schedule to the SAC within the provided timeline. The special SAC meeting will take place on Wednesday, November 20th at 7:45am in the conference room. SGE will email SAC members, post to school website, the marquee, and post in the school office giving the public 7 days' notice.
AGENDA ITEM 6	<p>School Improvement Plan Updates:</p> <ul style="list-style-type: none"> Data Dialogue Discussion with District Leadership; Adjustments: SGEs focus at the district level pertained to how we used our literacy coach to pull back from the ELA weekly plannings and allow teams to focus in on the "how of instruction." SGE has used the new reading curriculum for 3 years now, with little staff turnover. Teachers feel more comfortable what they are teaching and now can focus on how they will use the curriculum to meet the varying needs of all students. H.B. 7039: Substantial reading or math deficiency (monthly letters Nov – May): K-3 students in reading and K-4 students scoring below the 10th percentile on most recent PM. The letters will be sent home monthly. Parents may have the chance to sign up with New Worlds to receive a free book and information to support their child. The deficiency letter also shares how the school is helping to support the struggling student.
AGENDA ITEM 7	<p>Upcoming Dates:</p> <ul style="list-style-type: none"> 11/21: Interims Published** 11/25 – 11/29: Fall Break 12/9- 12/20: iReady Winter Diagnostic Window 12/19: PBIS Day 12/20: End of Quarter 2** 12/21- 1/6: Winter Break** 1/14-1/16: ELA PM2 1/20: No School 1/21 – 1/23: Math PM2 <p>**As part of the minutes: Dates may change as result of the 11/12/24 board meeting</p>
AGENDA ITEM 8	<p>PTO Updates</p> <ul style="list-style-type: none"> The staff breakfast was held on 11/8/24, many teachers shared their appreciation for the breakfast items. The next upcoming general meeting is on 11/14/24. PTO will be preparing for the Thanksgiving feast on 11/21/24 and will close out their year with an adult only Winter Party.
AGENDA ITEM 9	<p>Open Agenda</p> <ul style="list-style-type: none"> Gordana Radmilovic inquired about staff training on CPR, choking, and access to LifeVacs. Additionally, the 20-minute lunch time being a constraint with students eating too quickly. Meg Howard, Assistant Principal, shared that all SGE non-instructional staff completed training the week of 10/21/24. Additionally, all SGE staff members were asked to watch a training, beginning 10/24, and submit their training certificate to Mrs. Howard. All staff are aware of where LifeVacs are located. The health clinic back up (First Aid/CPR trained) procedures were explained. Rachel Faramo asked about SACC staff members being trained. It was confirmed that they were also provided with the training and that any SGE staff member could have hands on training with the clinic as needed. Gordana shared that the PTO intends to meet with Principal Kirby about purchasing additional LifeVacs for every building. It was asked that the 20-minute lunch time be discussed with the proper staff as it has been a repeated concern. Mrs. Howard shared with SAC that if any parents are asking the SAC members questions, to have them contact administration and SGE administration will be happy to respond.
ADJOURN	Motion to adjourn was made by Rachel Faramo at 5:29pm. Seconded by Karen Pelletier. Motion carried unanimously.
NEXT MEETING	Special Meeting: November 20, 2024, at 7:45AM Regular: January 14, 2025, at 5:00PM
MINUTES SUBMITTED BY	Meg Howard, Assistant Principal

