

# Sea Gate Elementary School Advisory Council Minutes

<b>SAC MINUTES FOR:</b>	<b>August 27, 2024</b>
<b>SAC CHAIR</b>	Rachel Faramo
<b>PRINCIPAL</b>	Meredith Kirby
<b>NOTIFICATION OF MINUTES</b>	Posted on school website, in school office, and emailed to SAC members
<b>MEMBERS PRESENT</b>	Gordana Radmilovic, Kailey Dodd, Laarni West, Rachel Faramo, Susan Hansen, Meredith Kirby, Karen Pelletier, Taka Stokes, Melissa Dogali, Erika Joseph, Susy Lang
<b>MEMBERS ABSENT</b>	
<b>QUORUM PRESENT</b>	Yes
<b>WELCOME</b>	The meeting was called to order at 5:32 by Rachel Faramo. Seconded by Gordana Radmilovic.
<b>APPROVAL OF MINUTES</b>	An amendment was made by Ms. Kirby to the May 21, 2024, minutes to agenda item 6. The March 28 <sup>th</sup> date should be read March 18 <sup>th</sup> . The motion was made by Susan Hansen to revise the date and approve the minutes from the May 21, 2024, meeting and seconded by Rachel Faramo. Motion carried unanimously.
<b>AGENDA ITEM 1</b>	<p>Principal Updates:</p> <ul style="list-style-type: none"> <li>• The Seagate fence project is ready for installation. Due to changes in financial cost to move to poles, remove the backstop and bleachers this item is scheduled to be a CCPS September board agenda item.</li> <li>• Media Center updates. Members were provided with books that will be purchased for the media center. This is an informational item only; no voting needs to occur. The district has switched from reading counts to accelerated reader program beginning this year. Test questions will be more aligned to FAST testing. The media center is hard at work to relabel every book.</li> <li>• Current balance for SAC funds: SCHIMPR \$3,627.08, T-Leads \$10,626.09 and SHREC \$2,755.81. Funds roll over.</li> </ul>
<b>AGENDA ITEM 2</b>	<p>SAC Membership Updates: Welcome New Members</p> <ul style="list-style-type: none"> <li>• Welcome back Laarni West and Rachel Faramo. A new welcome to Susy Lang, first time joining SAC.</li> <li>• Electronic voting has been consistent over the past two years. This year 104 votes were tallied, compared to 106 votes the previous year.</li> </ul>
<b>AGENDA ITEM 3</b>	<p>Membership Roles Election (if needed) *</p> <p>Roles can carry over from 23-24: Co-Chairs: Rachel Faramo and Kailey Dodd Recording Secretary: Melissa Dogali (Meg Howard to assist)</p>

	<ul style="list-style-type: none"> <li>SAC team members confirmed that Rachel, Kailey, and Melissa were all entering their 2<sup>nd</sup> year of officer role. Members discussed that current officers could remain in their role, unless anyone wanted to step down. The current officers did not want to step down. Gordana Radmilovic made the motion to carry over the officers, seconded by Laarni West. Motion carried unanimously.</li> </ul>
<b>AGENDA ITEM 4</b>	<p>Approve SAC 2024-2025 bylaws*</p> <ul style="list-style-type: none"> <li>SAC members reviewed bylaws from 23-24 and made the motion to accept the bylaws for 24-25, with the following revisions: <ul style="list-style-type: none"> <li>Article I, Section B, Election, II. Eliminate “mailings” and replace with “electronic”</li> <li>Article I, Section D, Item #5. Eliminate “shall” and replace with “could”</li> <li>Article III, Recording Secretary, Item 2: “in-formation” should read “information”</li> <li>Article III, Recording Secretary, Item 4: “it’s” should read “its”</li> </ul> </li> <li>Karen Pelletier made a motion to accept the new bylaws with the changes made, seconded by Tara Stokes. Motion carried unanimously.</li> <li>SAC Chair will come into sign off on bylaws with the four edits made prior to the next SAC meeting to be in compliance with Florida Statute.</li> </ul>
<b>AGENDA ITEM 5</b>	<p>Review Theme, Mission, Vision, and School Improvement Plan 24-25</p> <ul style="list-style-type: none"> <li>School mission and vision remains the same as previous year. The administration has worked to keep it concise and clear.</li> <li>The 24-25 school theme is Success Grows Here. Our goal is to focus on the individual child and the personal growth he/she made from beginning of year to end of year.</li> <li>When reviewing the school improvement plan for 2023 – 2024, SGE did not meet the goals set in ELA, Math, or Science. Ms. Kirby explained the difficulty in achieving the goals set due to the high levels of proficiency already and the small margin of error needed.</li> <li>Our proposed 2024-2025 School Improvement Plan (SIP) was shared with SAC members. The leadership team worked during the CCPS leadership conference and set goals to increase proficiency in content areas by 5%. ELA continues to be stagnant. The action steps within the SIP will help to support all levels of ELA.</li> <li>The positive culture and environment goal of increasing the number of staff members writing positive referrals is underway. All staff members (including non-instruct) have been trained on how to submit</li> <li>SAC members reviewed the action steps, evidence-based strategy, and progress monitoring evidence.</li> </ul>
<b>AGENDA ITEM 6</b>	<p>Proposed Spending Item*</p> <p>\$1,579.60 – 40 cases of Office Depot Brand Copier Paper, Letter Size. \$49.49/case Each case contains 10 reams, each ream contains 500 sheets.</p> <ul style="list-style-type: none"> <li>A motion was made by Rachel Faramo to approve the proposed spending of funds for 40 cases of paper, noting that the price may change slightly from the amount listed above. Gordana Radmilovic seconded the motion. Unanimous vote, 10-0 in favor of purchasing 40 cases of copy paper.</li> </ul>
<b>AGENDA ITEM 7</b>	<p>Staffing Updates and Student Enrollment</p>

	<ul style="list-style-type: none"> <li>• As of 8/27/24, SGE is fully staffed.</li> <li>• SGE demographics continue to evolve – 40% of SGE student come from homes where English isn't the primary language. 27% is Hispanic; 13% another language.</li> <li>• Students who come new to country are identified as English Language Learners and have 2 years to acquire the language. K-2 students pick up the language quicker than 3-5, as older graders are working towards mastery of grade level proficiency.</li> <li>• SGE is currently sitting high in 3<sup>rd</sup> grade but average out with the K-2 seats per Florida law. 4<sup>th</sup> and 5<sup>th</sup> grade are sitting low</li> </ul>
<b>AGENDA ITEM 8</b>	<p>24-25 Test Scores Results and Data</p> <ul style="list-style-type: none"> <li>• iReady diagnostic 1 was completed with all grade level last week. Scores are already loaded in iReady and will be in focus in the coming days/weeks.</li> <li>• PM1 begins in September. PM1 is a baseline test and computer adaptive. PM2 will pick up where PM1 leaves off. It is important that students try their best. Reports will be available in Focus once an email is released. Directions for accessing will be in this month's parent scoop that goes out Friday.</li> </ul>
<b>AGENDA ITEM 9</b>	<p>PTO Updates</p> <ul style="list-style-type: none"> <li>• The 1<sup>st</sup> general member meeting is September 12<sup>th</sup>. Ms. Ashley Ellis, ESE program specialist, is the guest speaker and will be able to help answer any IEP/504 questions.</li> <li>• There are still board vacancies and volunteer opportunities available for upcoming events. <ul style="list-style-type: none"> <li>○ Sponsorship fundraiser is underway</li> <li>○ 10/11/24 is the 1<sup>st</sup> SGE staff breakfast</li> <li>○ 11/1/24 Fall Family Fun night</li> </ul> </li> </ul>
<b>AGENDA ITEM 10</b>	<p>Open Agenda</p> <ul style="list-style-type: none"> <li>• No comments at this time.</li> </ul>
<b>ADJOURN</b>	Motion to adjourn was made by Rachel Faramo at 5:36pm. Seconded by Melissa Dogali. Motion carried unanimously.
<b>NEXT MEETING</b>	September 17, 2024 -- 5:00pm -- Media Center
<b>MINUTES SUBMITTED BY</b>	Meg Howard, Assistant Principal