

# Lavern Gaynor Elementary School Advisory Council (SAC) Minutes

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*\*Minutes of Meetings will be posted after approval at subsequent meeting*

<b>SAC AGENDA FOR</b>	Date: January 30, 2024	Location: Cafeteria
<b>SAC CHAIR</b>	Dr. Gertrude Gomez	
<b>PRINCIPAL</b>	Dr. Susan Jordan	
<b>NOTIFICATION OF MEETING</b>	Marque, Website, Parent Activities Calendar, Notes Home, e-mail members	
<b>MEMBERS PRESENT</b>	Susan Jordan, Jen Lee, Kelly Viana, Francy Agredo, Stephanie Watts, Amanda Brown, Gertrude Gomez Didi Arpaia (non-voting member)	
<b>MEMBERS ABSENT</b>	Jessica Dela Rosa, Lorena Almanza, Laura Woolf, Vicky Rodriguez, Yasmin Capote, Maria Saradine Chery	
<b>QUORUM MET?</b>	Yes (7 members present)	
<b>OFFICIAL CALL TO ORDER/WELCOME</b>	Dr. Gertrude Gomez	
<b>APPROVAL OF MINUTES</b>	<p>The minutes were handed out and time was provided for members to review and make comments.</p> <ul style="list-style-type: none"> <li>• October 17, 2023 minutes were reviewed with no changes offered. <ul style="list-style-type: none"> <li>○ Motion to approve: Amanda Brown</li> <li>○ Second: Jen Lee</li> <li>○ Members approved minutes with no objections.</li> </ul> </li> <li>• November 14, 2023 minutes were reviewed with no changes offered. <ul style="list-style-type: none"> <li>○ Motion to approve: Kelly Viana</li> <li>○ Second: Stephanie Watts</li> <li>○ Members approved minutes with no objections</li> </ul> </li> </ul>	
<b>AGENDA ITEM 1</b>	<p>2023-2024 Budget</p> <ul style="list-style-type: none"> <li>• \$1932.02 in TLead for SAC</li> <li>• \$446.73 in SAC SCHIMPR budget</li> </ul> <p>All encumbered funds have been spent and materials are arriving. An updated budget will be provided in February.</p>	
<b>AGENDA ITEM 2</b>	Media Center Book List was shared with members. Time was allowed for members to review the list (for information only). Members were pleased with the selection of books.	
<b>AGENDA ITEM 3</b>	Report from the Principal	

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	<p>Dr. Jordan shared recent events and student leadership initiatives such as our participation in Mrs. Gaynor’s 100<sup>th</sup> Birthday event with the City of Naples, our Service Projects, Literacy Week and the upcoming Kindness Week and Field Day events.</p>
<b>AGENDA ITEM 4</b>	<p>Mid-Year Assessment Report</p> <ul style="list-style-type: none"> <li>• Dr. Gomez shared the process that we use after mid-year assessments. Our staff analyzes the data with teachers, discusses progress and implements adjustments. Our school presents this to the district in a Data Dialogue. Dr. Gomez proposed that this report be included in the February 20<sup>th</sup> agenda.</li> <li>• Dr. Jordan shared that parents might benefit from a guide to access score reports for their child. A discussion was held around offering a parent workshop to support parents in accessing and understanding both score reports and report cards. Members all agreed this would be appreciated and well attended.</li> </ul>
<b>AGENDA ITEM 5</b>	<p>SAC Bylaws Annual Review</p> <p>Dr. Gomez shared that a committee could be convened to review the Bylaws. The Bylaws could also be reviewed during the upcoming meetings. Members discussed segmenting the Bylaws and reviewing segments during the spring meetings. Members agreed that this approach will be efficient.</p> <p>Dr. Gomez will create a schedule of what sections will be reviewed during each meeting so members could be prepared. Copies of the By-Laws were handed out to members.</p>
<b>OPEN AGENDA</b>	
<b>NEXT MEETING</b>	Tuesday, February 20, 2024 at 6:00 PM
<b>AGENDA ITEMS FOR NEXT MEETING</b>	Mid-Year Assessment Report
<b>ADJOURNMENT</b>	Meeting was adjourned at 7:03 PM
<b>FUTURE MEETINGS</b>	<p>Tuesday, March 19, 2024 at 6:00 PM</p> <p>Tuesday, April 16, 2024 at 6:00 PM</p> <p>Tuesday, May 21, 2024 at 6:00 PM</p>

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