

PEMBROKE LAKES ELEMENTARY SCHOOL
School Advisory Council (SAC)
September 30, 2025

Call to Order

The meeting of the Pembroke Lakes Elementary School Advisory Council was held in the school Media Center and on Teams on September 30, 2025. Mrs. Fernandez made a motion calling for the meeting to order at 2:19 p.m. It was moved by Lori McLaughlin and seconded. Kimberly Carraha recorded minutes for this meeting.

Introduction and Attendance

Quorum was met.

Welcome

- Approval of Minutes from May 2025.
  - Motion to approve made by Lori McLaughlin and seconded.
- Approve Bylaws
  - Motion to approve bylaws made Lori McLaughlin and seconded.
  - Unanimously approved.
- Electing New Committee Members
  - Sylvia Laucirica
  - Lauren Zaidie
  - Voting members: 10 yes (unanimous)

High Quality Instruction

- School Improvement Plan (SIP) Chairs Report (Reading, Math, Science, Writing)
  - Lori McLaughlin reported that the focus at the meeting was on Tier 1 instruction and what to look for in whole and small group instruction. She also shared that we are in the application phase of Science of Reading as the training was completed the year prior. Resources were made available for teachers for instructional pathways and assessments. I-Ready has rolled out a new pilot district wide which has made some of the lessons too challenging. Teachers are adjusting their pathways so that students are challenged but not discouraged. A Phonics initiative has started where all domains have been closed off in grades 1-5 except for phonics for those who need more instruction in Phonics. The goal is to close the gap before re-opening the other domains.
  - Ms. Orrett reported on the achievement data which was shared at the district math meeting.

        - K-2 has improved over the last 3 years with 61% and Grades 4-5 with 67% proficiency rate. Broward is the number one county of the 5 largest school districts for math achievement through grades 3-5.
        - She shared that Performance Matters does not allow students to see the test after submitted. The company claims it is secure document and cannot be shared after. However, results are important to review so that students can learn from their mistakes.
        - Students need to scroll on the side instead of the middle as the answers will change. Teachers need to address how students can ensure that they submit what they intend to and avoid errors when entering the answers.
        - Ms. Orrett also shared that there were math resources for teachers and parents through Clever.
        - She reviewed the timeline for district assessments
            - K-2 Cumulative 1-3,
            - 3-5 for the cumulative 1-3 assessment is October 6
            - Important that students are in attendance and not miss the assessment window because it won't be re-opened.
    - Ms. Koplo and Ms. Zaleta reported for the Science SIP.
        - They discussed ways to incorporate science into the reading block. Using hands on materials at least once a week and experiments once a month.
        - Half of the science test, which is administered in 5th grade, is covered when students are in the lower grades.
        - Discovery Education is available on Canvas and one of the resources used to cover the science standards.
    - Ms. Benedit reported on writing.
        - Lots of modelling at every grade level for strategies in writing and shared what each grade level was working on.
        - Incorporating writing into centers.
        - Writing assessment on March 31.
- Overview of School Improvement Plan (SIP) reported by Mrs. Wagner
    - School Information
        - Portions of the SIP will be shared at each meeting. Mrs. Wagner explained that we are a school of excellence and showed where to find the school info on our website.
    - Executive Summary
        - She reviewed the summary of the school, its demographics, location, mission statement, and goals, as well as other school highlights.
        - Programs and activities that align with our goals and mission as well as achievements, and clubs.
    - Areas of Focus
        - Data aligned and used to create our goals.
        - Goals in ELA (76% will show proficiency)
            - 3-5th 79% will score level 3 or higher as measured by the FAST
        - What professional development is available, what evidence-based interventions and strategies will be used, who is responsible for implementing and how progress is being made
        - Math goal left the same because 90% of students will score a level 3 or higher was achieved and would like to be maintained.
        - Science-hands on experiences and STEAM specials.

Safe and Supportive Environment

- Guidance Report - Ms. Fultz
  - Peace week
  - STart with Hello Week
  - Partnership will continue with Horizon Church for Pack a Sac....non-perishable food packages distributed on Fridays.
  - Resiliency and life skills and wellness lessons-4th and 5th will participate in the survey.

Effective Communication

- Media Center Report - Mrs. Fernandez reported on behalf of Ms. Cepeda.
  - 3,015 books have been checked out to date.
  - PLE received the Golden LIbrary award 25-26
  - September in review
    - Back to shcool/digital citizenship
    - Patriot Day
    - Celebrate Freedom Week
    - Hispanic Heritage Month and
    - Thanks to PTA for 108 copies of the SSYRA and SSYRA Jr. books

Principal's Report-Mrs. Wagner

- School Data 24-25
  - Historical school data was shared. Scores were compared to others in the district. PLE was in the top 12% in reading achievement and top 4% in math. Top 10 overall.
  - Mrs. Wagner reported on the percentage gains by grade level and subject area. STAR reading and STAR math scores were also shared.
  - Last year, all teachers participated in multi-day district math training in critical content which contributed to higher math scores.
  - PLE is top 4% of all schools in south Florida.

  - School Environmental Safety Incident Reporting (SESIR) Data
  - Mrs. Fernandez and Mrs. Wagner shared where to find the data on the school's website. No data was reported as there have been no SESIR incidents at this time.
- SAC Funds Update
  - Current balance of the available SAC funds in the school's budget $ 0
  - Year-to-date expenditures $ 0

- Plain Language Emergency Codes -Mrs. Wagner explained and reviewed each code.
- Encouraged all to register for Hazel health. Like telehealth/teledoc. Mrs. Wagner explained how it works. Parents are required to give permission before any action is taken. No cost and can be used at home. Flyers were available.
- See Something, Say Something campaign.
  - Mrs. Knapp presented and shared the poster, the types of TIP reporting tools, and how to use them. She reviewed what to look for, how to report and who to report incidents to.
  - She reminded everyone that there are consequences for making false reports.
  - Behavioral Threat Assessment Parent Information

- School safety is everyone's responsibility
- Examples of concerning behaviors
    - She reviewed what to look for, how to report and who to report incidents to.
- There is a behavioral threat team (core 4)
    - School administrator
    - Expertise in counseling
    - Expertise in School instruction
    - Certified Law Enforcement Officer
- Information is available on the district website

Conclusion of SAC Meeting

- Questions and/or comments -none at this time.
- Motion to close at 3:15 made by Mrs. Wagner and seconded.
- Our next SAC Meeting will take place on, October 28, 2025

Submitted by,
Kimberly Carraha
SAC Secretary
Approval Date: 10/28/2025