

PEMBROKE LAKES ELEMENTARY SCHOOL
Media Center
School Advisory Council (SAC)
November 18, 2025 @ 2:15 in the Media Center

Call to Order/Introductions/Attendance

Mrs. Fernandez made a motion calling for the meeting to order at 2:25 p.m. It was moved by Kerri Teramo and seconded by Lori McLaughlin. We had quorum with 10 out of 15 members present. Kimberly Carraha recorded minutes for this meeting.

Approval of Previous Minutes

- **Approval of Minutes from October 2025**
  - Motion to approve the minutes was made by Enrique Rodriguez and seconded by Jasmine Murias.

New Business

- Florida School Recognition Program Award-Presented by Mrs. Freesman
  - $52,168 awarded. If the funds are allocated to employees there is an 8.87% reduction for fringe benefits. If school votes to not utilize the entire allocation for bonus payments, the school will be entitled to a refund on the 8.87% fringe benefits that were deducted from our total award for non-salaried expenditures.

- Florida School Recognition Program (A+) Proposals and Ballot Creation
  - Mrs. Fernandez opened the table for discussion from the floor
    - Petre-Ann Williams asked if the school social worker and school psychologist were included as "staff".
    - Mrs. Wagner said that it was possible to have them included. She also shared that because they work at several different schools, they could possibly then receive A+ money from more than one school.
  - A motion was made by Lori McLaughlin for proposal 1 to state:

    100% of the total money will be divided equally among all 2024-25 full-time PLE staff members on our org unit, including our full-time campus monitors. These employees must have worked one day beyond 50% of their contract calendar. In addition, 33% of the allocated amount per recipient will be allocated to our cafeteria manager. Any leftover A+ Funds will be used for non-recurring expenditures for educational equipment and materials.

    - The proposal was seconded by Kari Freesman

      The vote in favor of proposal 1 unanimous
      Jacqueline Benedit Yes

Kimberly Carraha	Yes
Tania Fernandez	Yes
Kari Freesman	Yes
Silvia Laucirica	Yes
Lori McLaughlin	Yes
Jasmin Murias	Yes
Enrique Rodriguez	Yes
Lorena Seiler	Yes
Kerri Teramo	Yes
Lauren Ziadie	Yes

- Mrs. Fernandez made a motion for proposal 2 to state:

75% of the money will be divided equally among all 2024-25 full-time PLE staff members on our org unit, including our full-time campus monitors. These employees must have worked one day beyond 50% of their contract calendar. In addition, 33% of the allocated amount per recipient will be allocated to our cafeteria manager. The remaining 25% of the money will be allocated to accountability funds. Any leftover A+ Funds will be used for non-recurring expenditures for educational equipment and materials.

- The motion was seconded by Lori McLaughlin

The vote in favor of proposal 2 was unanimous

Jacqueline Benedit	Yes
Kimberly Carraha	Yes
Tania Fernandez	Yes
Kari Freesman	Yes
Silvia Laucirica	Yes
Lori McLaughlin	Yes
Jasmin Murias	Yes
Enrique Rodriguez	Yes
Lorena Seiler	Yes
Kerri Teramo	Yes
Lauren Ziadie	Yes

- Kari Freesman made a motion to adopt the ballot proposals stated above along with the mandated "none of the above" option. The motion was seconded by Enrique Rodriguez.
- The motion to adopt the ballot was voted upon. The vote in favor of the ballot was unanimous

Jacqueline Benedit	Yes
Kimberly Carraha	Yes
Tania Fernandez	Yes
Kari Freesman	Yes
Silvia Laucirica	Yes
Lori McLaughlin	Yes
Jasmin Murias	Yes
Enrique Rodriguez	Yes
Lorena Seiler	Yes
Kerri Teramo	Yes
Lauren Ziadie	Yes

Reports

- Chair's Report (Reading, Math, Science, and Writing)
  - Ms. McLaughlin reported for reading.
    - Grade levels are all on Topic 4
    - The Phonics initiative, i-Ready lessons focus on phonological awareness and phonics for those students who need it.
    - It was completed with 45% of students completing their lessons
      - Students who still need to complete lessons will be able to.
    - All other domains will be reopened December 1
      - Parent, Jasmin Murias asked if parents are notified if their student is part of the initiative.
      - Lori responded that yes, teachers notified parents and the lessons will show up in their pathway
    - FAST PM2 after Thanksgiving Break: Grades K-2 ELA 12/3 and Math 12/4, Grades 3-5 ELA 12/10 and 12/11 and Math
    - I-Ready diagnostic 2 will open in January.
    - Mid-year data will be used to drive instruction for the second half of the year.
  - Ms. Orrett reported for Math. She shared the topics discussed at the district meeting which focused on rigorous math instruction (complexity of task, scaffolding, planning etc) and how to teach to the depth of a benchmark.
    - Teachers need to extend the lesson as needed, to include what the students are expected to know, not necessarily just what is in the book.
    - Shared BCPS Walkthrough Guide :: Curriculum Pathways. Website has details for instruction by grade, benchmarks and topic.
    - 90 minutes math instructional plan
    - Explained "derived facts": New math facts that are deduced from other known facts. It's a strategy that builds number sense instead of relying on memorization. They are more useful.
    - Fluency instruction and spiral review should be included in the math block.
    - Reviewed how to compare test items and scores for groupings in Performance Matters. Data is useful for guiding instruction.
    - Publix family math night has been rescheduled to December 3rd. The time remains 5-6:30.
  - Ms. Koplo reported for Science. As in math, teachers need to preview the standards and use supplemental resources/lessons to close any gaps that are not covered in the text.
    - Reported on topics that the grade levels are working on
    - Integrating science with reading
  - Writing presented by Ms. Benedit
    - Reviewed what each grade level was working on.
    - Grade 3 also working on journal writing.
- School Counseling Report- Mrs. Fernandez reported for Ms. Fultz.
  - Students completed Rethink ed lessons on Online Safety
  - Topics completed online by grade level
  - During Anti Bullying week students were engaged in activities that demonstrate and reinforce how to show empathy, responsibility, and respect-helping them to choose kindness and reject bullying.
  - Thanked PTA for support during the awards celebrating over 200 students for being Kids of Character and earning Honor Roll recognition.

- Media Center Report-Ms. Fernandez reported on behalf of Ms. Cepeda
    - It is non-fiction November and Indigenous Peoples' month
    - Number of books checked out so far for the month November: 2,123
    - Ms. Stoltzfus is in first place for number of books checked out.

School Improvement Plan/ Monitoring and Stakeholder Feedback

- Overview of School Improvement Plan (SIP)
    - Early Warning Indicators-Presented by Ms. McLaughlin
        - Interventions have been put in place to improve the academic performance of students
        - Interventions shared being used by grade levels-Benchmark Advanced Phonics word study intervention, Reading Horizons and SIPPS
        - She reviewed the indicators such as enrolment, suspensions, and attendance, students retained etc... All can be viewed on our school SIP plan located on our website.
    - Comprehensive Evidence-Based Reading Plan (CERP)-Presented by Ms. McLaughlin
        - **Section A-Literacy Leadership Team**
        - Meet once per month. Data chats held 2x per year
        - Students identified with substantial reading deficiencies are given interventions first.
        - **Section B-Literacy Coaching**-Masters in Reading and expected to assist teachers with strategies to help their students. Provide professional learning opportunities, Analize data, etc
        - **Section C-Curriculum Instruction**
            - Address standards, curriculum and instruction
            - Progress monitoring- PMP data available through FOCUS to applicable students.
        - **Section D- Assessment**
        - **Section E-Professional Learning**
            - PLC's, Monthly Team Leader Meetings, Weekly Grade Level Team meetings
    - Multi-Tiered System of Supports (MTSS) Plan- Ms. Fultz was not available to present and will do so at the next meeting.
    - Stakeholder Feedback in Areas of Focus
        - Ms. Fernandez requested feedback from the floor and reminded everyone that it would pertain to next year. There were no questions or comments shared at this time.

School Environmental Safety Incident Reporting (SESIR)

- Ms. Knapp reported that October Incidents had not been updated at this time.

Accountability Funds

- Current balance of the available SAC funds in the school's budget $ 1,707.00
- Year-to-date expenditures $ 0

Principal's Report

- Other School Updates and/or announcements
    - Mrs. Wagner wished everyone a happy Thanksgiving and winter break as we would not be meeting again until January.

Next Meeting

- Our next SAC Meeting will take place on January 27, 2026, in the media center.

Adjournment of SAC Meeting

- Questions and/or comments
    - None at this time.
- Motion to close the meeting at 3:11 made by Ms. Fernandez and seconded by Lori McLaughlin

Submitted by,
Kimberly Carraha
SAC Secretary
Approval Date: 1/27/2026