

Curtis Fundamental Elementary School Advisory Council

Meeting Minutes

August 31st, 2026
6:00 to 7:00PM
Curtis Library

Board Attendees: Mr. Knight, Ms. Propst, Ms. Zuck, Mrs. Stevenson, Ms. Rider

Opening

1. Call to Order at 6:00pm
 - a. We have a quorum to vote on A+ monies and minutes
2. Approval of Minutes from April
 - a. Approved

Reports

1. Principals Report
 - i. School Improvement Plan (SIP)
 - This will be uploaded to the school and district websites when the state approves all of the SIPs. These are the 2025 actuals vs 2026 goals.
 - ELA - from 89% in 2025 to 92% in 2026
 - Math - from 90% in 2025 to 93% in 2026
 - Science - from 94% in 2025 to 95% in 2026
 - Black Students (ELA) - 7 students - from 71% in 2025 to 80% to 2026
 - Students with Disabilities (ELA) - 13 students 63% in 2025 to 70% in 2026
 - Our plan for success
 - Explicit, systematic and scaffolded instruction
 - Formative assessments with corrective feedback
 - Cognitive engagement with content
 - Academic discourse
 - Close reading and annotation strategies
 - Utilize multiple forms of formative assessments, district data and PLC protocol to game plan and differentiated resources to inform future instruction
 - Strengthen student inquiry skills through the implementation and monitoring of routine use of higher level thinking
 - Q: If Black Students and Students with Disabilities are less than 80%, why aren't they a higher priority?

- A: They are, but there is a separate track/program called bridging the gap plan to work on this.
- ii. SAC Approval A+ Monies
 - Every year the state gives A schools a set of money. The school must vote on how we are going to use that money. It is earmarked for teacher bonuses but we can use it how we'd like to. We pre-voted at the end of last year that there would be staff bonuses, all staff including but not limited to cafeteria, front office, plant staff, and teachers. Everyone full time would receive a full bonus, and part time staff will get a percentage of that bonus.
 - Seconded by Ms. Rider and we voted to approve the A+ monies.
- iii. All Pro Dad's Info
 - We had this last year and it is not just for dads, it is open to everyone.
- iv. iDismiss procedures and processes
 - If you have ideas or thoughts on the process please email Mr. Knight.
 - Open for Questions:
 - Q: What is the game plan when you cannot park at the blue jays field?
 - A: It will go back short term to the old walker gate.
 - Q: Why do we have to have numbers at the walker gate? It has been difficult so far and feels unsafe because of people crowding the gate.
 - A: The numbers allow us to call the walkers out in an efficient manner and they aren't sitting out there with the van riders and are in a safe place. We are trying some things to make this process easier.
 - Q: Is it possible to have two people take numbers at the walker gate?
 - A: We are working through a process right now to improve this.
 - Q: Third grade is at recess, they don't always see names because they came in late.
 - A: The teachers should have their phones out there to monitor who is called so they don't miss any.
 - Q: With the van riders, when parents are waiting there for kids and it is hard to get out. Should we move them to a different gate?
 - A: Mr. Knight did not know van riders were having that issue, he will look into it.
 - This was the first step in a process/program to use, there is another company they are looking at that uses QR codes. We will look at this for next year.

- v. Playground cover
 - After 7 years it is finally installed and the kids love it. It has done a great job at cooling things down compared to how it was previously.
- vi. Heatwave Advisory PSA
 - There have been some concerns about the heatwave issues the last few weeks since school started. Mr. Knight spoke to the district's Athletic department about when and when not to have kids outside.
 - There is a wetball temperature we monitor. He displayed [ThorTV website](#) which is used to determine if you need to stop, delay, etc a game for lightning. There is a weather station section and we are tracking the weather station at Dunedin High School.
 - We track WGBT temperature, and if this gets above 90 degrees we get kids into the shade, if it is above 92.1 they should not continue with PE outside but it hasn't passed that yet. Mr. Knight is monitoring this daily starting around 11:30 am.
 - There are some work orders to fix some water fountains but they are taking measures to ensure kids have access to water and cups if they forget their water bottles.

2. Community Closet & Student Enrichment

a. Community Closet

- i. We are in need of socks and laces.
- ii. We had a healthy donation of over 50 backpacks and other supplies, and we will share those within the community and will also share widely that we have resources and opportunities for families in need. Please email the SAC chair if you or someone you know are in need.
- iii. We are asking around to turn extra shirts into blankets, we've contacted the hale center about this to help.

b. Enrichment

- i. Ms. Rider is joining this year to handle enrichments this year, Ms. Propst will be handing this over to her.
- ii. There have been changes made to the website that have made enrichments hard to find. Mr. Knight will be using peachjar to communicate out information and help with this.
- iii. Reminder: Enrichments are private businesses that come into the school. Please provide us with feedback about how these programs are going.
- iv. If you know anyone in the arts who would be willing to work under an umbrella (would incorporate multiple programs) please email the SAC chair for more information.

3. PMAC (Mrs. Stevenson)

- a. PMAC stands for Principals Multi Cultural Advisory Committee.
- b. We'll be meeting once a month on the 3rd Wednesday starting in October, except for Spring Break when it will move to the week after.
- c. October 21st is our first meeting after school and we'll do an intro activity and discuss heritage month.
- d. It is open to 4th and 5th grade classes, the teachers decide.

4. 5th Grade Celebration

- a. SAC took this on this year to help improve the planning process and remove the work from our 5th grade teachers and it is no longer a PTA line item.
 - i. We have an active and consistent meeting format to make it easier to have discussions and surface issues.
- b. This month we are establishing the committee, we will continue to add to the list as people volunteer. Mr. Knight approves everything and there will be an email that goes out to communicate deadlines and create transparency.
- c. Yearbook cover discussion - it is done by a student, information will go home on Friday September 4th via paper copy. It should be completed by October 2nd. Students will vote on the winner.
- d. Community Partners and donations - if you know of anyone who might be interested please reach out.
- e. We voted on our committee members, Ms. Zuck seconded.
- f. If there is a question at any time, please contact the SAC chair.
- g. Q: Do we have access to previous donors?
 - i. A: Last year it was mainly families who had businesses. We can start a working list though.
- h. Q: Can we make a flyer to legitimize reaching out? Also to help them with a tax exemption.
 - i. A: Yes to a flyer. They need an EIN.
- i. Q: Kids having a choice with what they want at the party, who manages that?
 - i. A: We put out anonymous forms to ask the students about what they would like.
- j. Q: Can students help fundraise?
 - i. A: Students are allowed to hold signs mainly. There are specific things that students cannot do such as touching money, wearing school shirts, etc.
- k. Q: Where are corporate sponsors being represented? Can parents be donors?
 - i. A: They would be on flyers and yes, parents can be sponsors.
 - Flyers have to say Curtis/Pinellas county schools do not endorse, and Mr. Knight needs to approve it.
- l. Q: Are we allowed to volunteer the committee members?
 - i. A: Yes, you can volunteer at any time and help. The committee leaders help ensure the work is getting done and leading that work.
- m. Q: When is the celebration?

- i. A: Graduation ceremony on the 25th, the party on the 26th, and moving up ceremony on the 27th questions about the dates will be followed up with the 5th grade team.
 - n. Q: Where do communications come from about status and calendar?
 - i. A: Ashley has spoken to the two room moms to help coordinate and communicate with everyone, and she has also been added to the 5th grade page.
 - o. Q: I know t-shirts are the first big project, when is the payment actually due?
 - i. A: There should be another communication sent out on Friday and paper communication will also go out. All communication is accessible via the Front Office as well.
 - p. Q: When will meetings be?
 - i. A: It will only be through SAC meetings unless it is a specific committee and then they may be separately. If you cannot attend, information will be made available.
 - q. Please submit suggestions for SAC topics, it needs two weeks prior.
5. Adjournment (Mr. Knight)
- a. Adjourned at 7:40pm