

Coconut Palm Elementary, a School Wide Title I School
School Advisory Council (SAC) Meeting
Meeting: Thursday, March 31, 2022
Mr. J. Alejo, Principal & Ms. S. Reyes, Assistant Principal
Ms. Osborne, Chairperson
SAC Meeting at 7:30 am

Meeting called to order at 7:30 am

Administrators present:

Ms. S. Reyes, Assistant Principal

Teacher Members Present:

Tamara Osborne (Parent)

Maria Delgado

Colleen Cottam

Kenya Goree (Parent)

Jacqueline Edman

Parent Member present:

Harmonie Moleon

Community Member present:

Jeremy Scott

Guests: N/A

Agenda:

- Welcome all members/ introductions
- Approve Minutes
- School Improvement Plan
- SEL
- SAC Accountability Funds
- Title I
 - The 2021-22 Annual Title I School Parent Engagement Survey
 - Parent Family and Engagement Plan 2021-2022 & drafted Parent Family and Engagement Plan 2022-2023 Plan
 - Review of the 2021-2022 School-Parent Compact/ Development of the 2022-2023 School- Parent Compact
 - Parent Involvement Allocation (Title I Budget) for the 2022-2023 school year
- ESOL Updates
- Curriculum Updates
- School Environmental Safety Incident Reporting (SESIR)

- Principal Accountability
- Concerns/ Questions

Welcome all members

Ms. Osborne

- Ms. Osborne welcomed everyone present at the meeting to order at 7:30 am.
- Approval of February Minutes
 - Ms. Moleon (parent) approves
 - Ms. Cottam seconds

Review of School Improvement Plan

Ms. Osborne

- Ms. Osborne reviewed the school's crunch plan for students in grades 3-5 taking the FSA
 - ESSER teachers restructured groups based on most recent academic data.
 - Mrs. Edman is providing Tier 3 Reading instruction to 5th grade students in the lowest quartile. In addition, she provides Writing support to 5th grade students to help increase learning gains. Mrs. Osborne provide Tier 3 instruction to K- 4th grade students.
- Eprove Customer survey is currently taking place.
 - Parent links have been sent
 - Phone Blasts have been reminding parents to participate in the survey
 - Staff- 84%, Students – 59%, Parents – 7% (The school needs approximately 30 more parents, minimum)

Title I Parent and Family Engagement Survey

Mrs. Edman

- Mrs. Edman states survey results from the 2021-2022 school year must be reviewed and discussed to develop and draft the Parent and Family Engagement Plan for the 2022-2023 school year.
- She tells the committee 134 parents took the survey and reviews the survey results.
- Ms. Edman gave summary results from all 5 sections and really focused on the deficient areas (areas where less than 75% of parents that took the survey agreed or strongly agreed).
 - Section 1: Mrs. Edman discusses questions # 3, 4, & 5, an average of about 71% of the parents surveyed agree or strongly agree.
 - Question 3- Parents receive information about State tests
 - Question 4- Parents receive information about how their child scored on State tests
 - Question 5- Parents receive information about what scores on State tests means
 - Section 2: Mrs. Edman discusses questions #12, 13, & 14.

- Question 12- 83.1% of parents surveyed agree or strongly agree that they have received materials from the school about helping their child with school.
- Question 13- Only 62% of the parents surveyed agree or strongly agree that someone has shown them how to use the materials.
- Question 14- Only 42 % of parents surveyed agree or strongly agree to attending one or more meetings (trainings, events, etc.) on the topic.
 - Mrs. Reyes, (A. Principal) suggests we have student expos and student events in combination with parent nights to increase parent participation so parents can get more training.
- Section 3: Mrs. Edman discusses question #18, 64 % of the parents surveyed agree or strongly agree that their child’s school has asked advice on how they can best teach their child.
- Section 4: Mrs. Edman reviewed question # 24, 55.3% of the parents surveyed agree or strongly agree that they know if needed , translators are available to help during parent meetings and school activities. Mrs. Reyes suggests we continue to write on every flyer sent home that translators are available by request, to get the message to parents that this is a service provided if needed.
- Section 5: Mrs. Edman discusses question # 25, 43.4% of the parents surveyed agree or strongly agree to having asked for specific activities, meetings, or materials from their child’s school. 26a , 27b, and 28c parent responses were above 75%.

Parent and Family Engagement Plan

Mrs. Edman

- Mrs. Edman reviewed the 2021-2022 PFEP
- Mrs. Edman encourages everyone present in the meeting to give input to the drafted 2022-2023 PFEP
 - Under Coordination and Integration, Ms. Goree (parent) asked if we were going to continue with count #3 Title III, ESOL – We will provide our active ELL students with Language Enrichment Camp, an after-school tutoring opportunity upon grant approval, because Coconut Palm only provided 13 after school sessions
 - Ms. Edman, ESOL coordinator explained that due to lower enrollment, we have less Ells. Because of the decrease of ELLs we got less funding for Language Enrichment camp this 2021-22 school year. Mrs. Edman (staff member) suggested we leave the Language Enrichment Camp on the PFEP for the 2022-2023 school year and continue to give extra support with whatever money we receive.

- Mrs. Edman typed in the revisions to be made for the 2022-23 school year. Revisions were made to dates for the Annual Parent Night. Building Capacity (Parent events) - Math night in November 2022, Literacy Night in January 2023 during Literacy week, and Science & Tech Night in April 2023. Staff Trainings - Conducting Effective Parent-Teacher Communication, Behavior Plan Implementation, Data Analysis, Inclusion Training, and Equity Training were added to the drafted PFEP for the 2022-2023 school year.
- Mrs. Edman asked all people present in in the meeting if there were any more ideas or suggestions they felt should be added to the plan and no one responded. She thanked everyone for giving input for it is a part of the process to complete the PFEP for the 2022-23 school year.
- Mrs. Edman mentioned that the drafted plan will be emailed for parents to view and placed in the Title I binder in the front office for parents to view. She explained that the draft needs to be finalized and agreed upon on or by April 28, 2022, at our next SAC meeting.

School – Parent Compact

Mrs. Edman

- Mrs. Edman reviewed the current 2021-22 School-Parent Compact (She explained it was open for revisions)
- Mrs. Edman asks if anyone wants to make revisions to the School-Parent Compact for the 2022-2023 school year. She explained that parents should have a voice in developing the compact each school year.
- Mrs. Edman mentioned the School Parent Compact for the 2022-2023 school year will be finalized at the next SAC meeting in April, all committee members and everyone in attendance will have to agree on the drafted compact. Mrs. Edman said the drafted compact along with the PFEP will be emailed to all parents and placed in the school’s Title I binder for review in the front office. Finalization with SAC committee approval.

Parent Involvement Allocation (Title I Budget) for the 2022-2023 school year

- Allocation \$2,708
- Payment for teachers to facilitate Math, Literacy, and Science Night (STEM) \$1,650
- Payment for literacy coach to facilitate Math, Literacy, and Science Night (STEM) \$150
- Refreshments \$736
- Fringe benefits included on the budget plan

ESOL

- Language Enrichment Camp is over, it ended right before Spring Break
- In the process of collecting POST Assessment data for Reading and Writing

Curriculum

Ms. Cottam

- *FSA*
 - Dates for the FSA were shared

- Groups developed for paper-based accommodations for ESE, ESOL, and 504 plans
- All staff have been trained to administer the FSA in the event given teachers in grades 3-5 are absent, currently there is a shortage of substitute teachers
- FSA snacks will be purchased for all students taking the FSA in grades 3-5
- FSA Pep Rally on April 1st
- No specials during test days
- BEST Curriculum
 - In the process of getting samples for BEST supplemental material

School Environmental Safety Incident Reporting (SESIR)

Mrs. Osborne

- None for the month of March

Principal Accountability

Mrs. Reyes

- Mr. Reyes encourages parents to take the Eprove survey
- Pep Rally – April 1st to promote positivity
- Multicultural Show was a success, on March 30th
- Preparing for Staff Appreciation
- Primary Grade data chats completed during the week of March 28th.

Concerns / Questions

Mrs. Reyes

- None

Adjourn

• Meeting adjourned at 7:59 am. Next meeting will be held on April 28th at 7:30 am in Mr. Alejo's office.