

School Advisory Council
Meeting Minutes
Hollywood Park Elementary at 5:00 pm
November 20, 2024

ATTENDEES:

Elena Cardet (SAC Chair); Mrs. Menendez (Principal); Mr. Lindsay (Asst. Principal); Patricia Nix (Secretary); Amber Phillips (SAF Designee); Mercedes Griffiths (Non-Instructional Rep); John Alvarez (BTU Steward); Racquel House (Teacher); Melissa D'Ambrosio (Teacher); Ivan Pereira (Teacher); Ms. Benoit (ESE Parent); Anel Crespo (ESOL Parent); Michelle Gonzalez (Pre-K Representative); Leyas Good (Parent); Martin Escoto (Parent); Sandra P. (Parent); Tywon Jones (Community Representative)

PROCEEDINGS:

Welcome:

*Everyone was welcomed, and agendas were passed out.

Call to Order:

- A meeting of the Hollywood Park Elementary School Advisory Council and School Advisory Forum was held in-person in the Hollywood Park Elementary Cafeteria, on November 20, 2024.
- Mrs. Cardet called the meeting to order at 2:30 pm. Mrs. Nix recorded minutes for this meeting.
- Motion to approve minutes by Mr. Pereira. Motion seconded by Mr. Alvarez.

SESIR:

- School Environmental Safety Incident Reporting
- No incidents

Title 1 Updates:

- 2024-2025 Parent and Family Engagement Calendar
- **Parental Input:** Maritsa Benoit asked a question about the Parent and Family Engagement Calendar.

Monitoring SIP (School Improvement Plan):

- Total Award: \$58,837 – 8.87% Fringe Benefit District Reserve: \$4,794
- A+ Funds: \$54,043 (Based on FTE of 425.07)
- Accountability Funds: \$11,457.09
- School Recognition: \$1,609 (unused classroom funds)
- As per the 10/22/24 Budget Report
- Fringe Benefits Note:

When compensation is paid to an employee, the employer incurs costs for payroll taxes and other fringe benefits. Each school's total award is reduced by 8.87% for fringe benefits on bonus payments. If schools do not utilize the entire allocation for bonus payments, a "fringe refund" will be provided for the benefits that were not used for non-salary bonuses. Note: In your proposals, include a statement on the ballot to specify the use of any leftover funds. Those funds should be allocated to nonrecurring expenditures for educational equipment and materials.
- SAC requests for quotes for Accountability Funds: According to the technology standards given by District IT; the cost of new equipment is as follows:
 - Epson projectors: \$465.52
 - Elmo Document Camera: \$529.51
 - Recordex Document Camera: \$270.40

Overview of the School Recognition Funds Process:

- Ms. Cardet explained the process for the A+ Funds.
 - A+ Funds may be used for: One-time bonuses to faculty and staff
 - Purchase of educational equipment or materials
 - To hire temporary personnel to assist in maintaining and improving student performance
- The SAC Committee creates proposals for the distribution of funds (A+ Ballot).
- Faculty and Staff vote by secret ballot (proposals will be shared at least 3 days in advance)
- Proposal with 51% or more of votes will be implemented
- If none of the proposals or "none of the above" receives the majority of votes, SAC reconvenes to create different proposals. Process begins again.
- Deadline for completion of process is February 1, 2025.

- How was our school grade determined:
 - ELA Achievement
 - Math Achievement
 - Science Achievement
 - 3rd Grade ELA Achievement
 - Writing Achievement
 - ELA Learning Gains
 - Math Learning Gains
 - ELA Learning Gains of the Lowest 25%
 - Math Learning Gains of the Lowest 25%
 - Total Points
 - % Points Earned
 - School Grade

Florida School Recognition Program – Creation of Ballot:

- Ms. Cardet shared the proposal that passed the last time we voted for A+ funds at our school. Since a tiered option amongst primary and intermediate was rejected, we decided against that. We took the previous option which included instructional earning a little more than the rest of the staff and began with that.
- Ms. House asked that we include the ESE support facilitators who work directly with intermediate in that category. We verified everyone that the committee wanted included and add any position that was missing.
- Ms. Phillips suggested adding the approximate amounts each category would receive to the ballot, as many people do better with dollar amounts versus percentages.
- The committee agreed that the second option would be an even split amongst all staff that worked over 50% of the school year.
- Option one will also include “staff who worked over 50% of the school year.”
- A vote was taken of committee members and all in attendance approved the following options for the ballot:

Proposal for A+ Funds (from the 2023-2024 school year)

(Choose ONLY one of the following)

Approximate funds to be allocated to Hollywood Park Elementary: \$54,043.

➤ **Option 1:**

The A+ funds will be distributed as follows for Hollywood Park Elementary employees as follows:

All 40 instructional staff members who worked at least 50% of the 23-24 school year (PK-5 Classroom teachers; Special Area Teachers; ESE Support Facilitators; ESOL Resource Teacher; Resource Teacher; Math Coach, Literacy Coach; ESE Specialist; School Counselor; Intermediate Support Paraprofessional) at Hollywood Park during the 23-24 school year will receive 60% of the total funding (approximately \$810 per person). The remaining 31 non-instructional staff members who worked at least 50% of the 23-24 school year (Administration; Paraprofessionals; Micro-Tech; School Nurse; Office staff; Campus Monitor; ASSO; Custodial Staff & Cafeteria Staff) receive 40% of the total funding (approximately \$697 per person).

➤ **Option 2:**

The A+ funds will be distributed evenly amongst all 71 staff members who worked at least 50% of the school year at Hollywood Park Elementary for the 23-24 school year (approximately \$761 per person).

➤ **Option 3:**

None of the Above.

Ms. Cardet motioned to adjourn the meeting at 6:10 pm. Motion seconded by Mrs. Nix.

Minutes were submitted by Mrs. Nix.

Approval Date: November 20, 2024

Mission: To provide an environment that is conducive to collaboration and reflection in order for all students to thrive in a global society.

Upcoming Dates

November 25th-29th – Fall Break

December 2nd-6th – PTO Holiday Shop

December 4th – Diversity Night @ 6:00 pm

December 16th-20th – Holiday Spirit Week

December 17th-19th – Field Days

December 18th – SAC/SAF/PTO

December 18th – Choir Holiday Show @ 6:00 pm

December 20th – Annual Holiday Sing-Along