

## Minutes

### HAWKES BLUFF ELEMENTARY SCHOOL

School Advisory Council  
(SAC)  
5900 SW 160<sup>th</sup> Avenue  
Davie, FL 33331

August 27, 2024 – 1:30 p.m.

<b>Welcome &amp; Introductions</b>	<ul style="list-style-type: none"> <li>Welcome and Introductions - Principal and teachers introduced themselves. Our new School Counselor, Ms. Amy Schleicher introduced herself.</li> </ul>
<b>Meeting Norms</b>	<ul style="list-style-type: none"> <li>Treat one another with respect.</li> <li>Active listening.</li> <li>Be open-minded with ideas and suggestions.</li> <li>Respect everyone's time.</li> <li>No one should dominate, instead everyone is encouraged to participate and share.</li> </ul>
<b>Approval of Minutes</b>	<ul style="list-style-type: none"> <li>Approval of May and August minutes will take place during September's SAC meeting once we have an official SAC committee. We must meet quorum (51%) to approve minutes or to vote on any agenda items.</li> </ul>
<b>SESIR Events</b>	<ul style="list-style-type: none"> <li>None to Report. Ms. Cunningham reviewed what SESIR events are.</li> </ul>
<b>Accountability Funds</b>	<ul style="list-style-type: none"> <li>Available funds: \$7220.19</li> <li>Last year SAC voted on using the Accountability Funds for professional development for our K-5 teachers. The training will take place in September and January. All the funds will be utilized.</li> </ul>
<b>Policy and Procedures</b>	<ul style="list-style-type: none"> <li>Role and Responsibilities of the School Advisory Council and School Advisory Forum were reviewed. SAF members must also be SAC members and share the information they receive. The main responsibility</li> <li>According to SAC guidelines, we need SAC nominations/members to mirror our student demographics.</li> <li>The vote for the 2024-2025 SAC members will take place on September 24<sup>th</sup>.</li> <li>We need nominations for SAC Chair/Co-Chair, Secretary, IZONE, and SAF.</li> </ul>
<b>Principal Updates</b>	<ul style="list-style-type: none"> <li><b>Data review</b> – Ms. Cunningham reviewed our school data and goals. The importance of learning gains were reviewed.</li> <li><b>Safety</b> –PTA purchased the decorative protective film that covers the cafeteria windows.</li> <li>All classroom doors lock automatically.</li> <li>Teachers are trained in the safety policies and procedures.</li> <li>Tornado, Fire, Lockdown drills are practiced according to district policies.</li> <li>Ms. Cunningham asks for patience and understanding, especially regarding traffic safety, all that we do is for the safety of our students.</li> <li>Instagram – please follow us on social media.</li> </ul>
<b>PTA Updates</b>	<ul style="list-style-type: none"> <li>The PTA Newsletter was sent out.</li> <li>September 7 from 8:00-12:00 there will be a campus clean-up. Please come out to help with the campus beautification.</li> <li>The Fall Festival is scheduled for 10/18 at 6:30 pm along with our Book Fair. We are doing something new this year – Trunk or Treat.</li> <li>Code Ninja is one of our business partners.</li> </ul>
<b>School Improvement Plan</b>	<ul style="list-style-type: none"> <li>SIP is due September 20; we will review the plan at our next meeting.</li> </ul>

<b>Curriculum Updates</b>	<ul style="list-style-type: none"> <li>• The K-5 FAST (PM1) assessments will conclude next week. The assessment is the current grade level standards, so we don't expect students to have mastered the standards.</li> <li>• Students have taken the iReady diagnostic assessment in reading and math. We highly encourage students to get their time</li> <li>• The beginning of the year (BOY) Science assessment will take place in September.</li> </ul>
<b>Upcoming Dates</b>	<ul style="list-style-type: none"> <li>• Teacher Professional Development: September 9-11</li> <li>• Picture Day: September 12; Make-up Day 10/25</li> <li>• Energy Show K-5: September 26</li> <li>• SIP Complete: September 20</li> <li>• SAC Meetings (Media Center/1:30): <ul style="list-style-type: none"> <li>◦ September 24</li> <li>◦ October 29</li> <li>◦ November 12</li> <li>◦ December 17</li> <li>◦ January 28</li> <li>◦ February 25</li> <li>◦ March 18</li> <li>◦ April 29</li> <li>◦ May 27</li> </ul> </li> </ul>
<b>Adjournment</b>	<ul style="list-style-type: none"> <li>• Meeting adjourned: 2:30</li> </ul>