



# Lake Forest Elementary

## School Advisory Council (SAC)

### Blasting Off to Success!

Lake Forest Elementary School  
School Advisory Council  
3550 SW 48<sup>th</sup> Ave, Pembroke Park, FL 33023  
Principal's Conference Room  
November 19, 2024 – 4:35 pm

Quorum **11** present

- ⚡ **Call to Order**-meeting called to order by School Advisory Chair (SAC) Ms. Clark at 4:35pm. Ms. Clark briefly reviewed the purpose of SAC.
- ⚡ Review and approve minutes from **October 22, 2024**. Ms. Clark summarized minutes from 10/22/2024. She gave an overview of the highlights from the October minutes. Motion to approve by Mr. Montague, second by Ms. McNeil. All approved the minutes with no objections. October 22, 2024, minutes approved by the SAC Stakeholders.
- ⚡ **Reports:**
  - **Academic and Instructional Data Updates**- Ms. Hamilton stated for PM2 Assessment, we will be doing iReady and FAST test in the month of December. Kindergarten, 1<sup>st</sup> and 5<sup>th</sup> grade will take the ELA Assessment on 12/3/24 and Math on 12/10/24. Grades 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> will take the ELA Assessment on 12/4/24 and Math on 12/11/24. iReady Reading will be on 12/5, 12/6, & 12/9. iReady Math will be on 12/12, 12/13, & 12/16<sup>th</sup>. Letters will be sent home to parents by Thursday 11/21/24 for the FAST PM2 Assessment in various languages (English, Spanish, Creole, and Portuguese).
  - **Accountability Funds**
    - NO UPDATE! 2024-25 (\$3,264.26)-Funds are the same.
  - **Title I**-Clark stated that our compliance rate is at 45% with E-Binder. We are on track apart from a few updates needed. However, we are not on anyone's list!
  - **School Environmental Safety Incident Reporting (SESIR) data**-None

- **Principal's Report**-Mrs. Lizano gave a summary on the success of the various activities held in the month of October. She thanked everybody for attending and supporting the Trunk-Or-Treat event. PTA, Staff, ESE Cluster etc., A lot of teachers participated by decorating their trunks and helped with other activities. Pembroke Park Police Dept. was present and impressed by the number of people that came out to support our Trunk-Or-Treat. They were happy to serve us. PTA helped sponsor the Veteran's Day Luncheon for our Veterans. Other staff assisted with decorating the stage and lawn (Ms. Campbell, Ms. Bilma, and Ms. Frances); greatly appreciated their assistance as we try to show our appreciation for those who serve our country. Lizano expressed her appreciation of the dialogue she has with her teachers, support staff, and parents to see what else can we do or bring to LFE such as events like Trunk-Or-Treat, Veterans Luncheon etc., and more to help us continue the power to maintain and exceed our letter grade A. She reiterated the main goal of us being here to support our children is key!
- Mrs. Lizano wanted to remind everyone that as we discuss the A+ Funds and how it would be voted upon for distribution, she didn't want it to be a problem. Hopefully we could come up with a ballot that is satisfying to most people. Lizano wished everyone a happy holiday and expressed her gratitude and thanks for the LFE family.
- Lizano spoke about upcoming events: Holiday Show 12/12/24, permission slips for the students in each grade level. Zone Meeting coming in January at McNicol Middle School in the evening. It will be an opportunity to showcase some of the great things happening in our zone. More information is forthcoming at the next SAC meeting as well as another Zone Meeting forthcoming towards the end-of-the school year.

 **Old Business**-No Old Business

 **New Business**

- SAC voting on the A+ ballot. Ms. Clark stated that the district has a set of guidelines that we must follow. We must have a school advisory meeting where

the stakeholders are present for an opportunity to give their input. Contingent upon a final ballot, Clark must do a roll call of the SAC Committee. Those members who have signed-in must be called name by name and give a response of either yay or nay. Only the SAC Committee approves the ballot.

- There are two amounts: The total amount awarded is **\$74,089.00**. However, the District deducts fringe benefits of **8.87%**. The working amount is: **\$68,053**. (Lizano stated these amounts will be estimated amounts and may vary).
- An overview of the ballot from last year was presented to show as a guideline on what was approved last year and how we came up with it. A roster of all the teachers and employees from last year (2023-2024) must be considered. A total of **43** Teachers, **2** Administrators, **4** Custodial Staff, (Darrell **sub** or interim?), **15** Paras/TA, **4** Office Staff, **6** Café, **4** Social Workers (minus Ms. Mio-contracted employee) etc.,
- Lizano explained the roster of employees from last school year 2023-2024. She indicated that there are individuals of the staff who may have worked five or six months out of the school year, and their amount would be prorated because they were not employed for the entire school year. She outlined factors to consider when drafting a ballot, after which it would be decided how many instructional staff members to include. When choosing the ballot, it is crucial to know the number of employees from the previous year. People that work with our students but are not part of the staff (non-Broward employees), such as an RBT, are another factor to consider. According to the state statute change, they are not Broward workers, so they cannot be considered this year as they were last year.
- One of the options on the ballot must be None of the Above. The concept was to reduce the number of options to two, in addition to the None of the Above option, to ensure that the process is not overly lengthy and complex.
- After conducting numerous calculations and split percentages, a motion was taken by Ms. Clark for the SAC Committee to decide upon an 85/15 split or 80/20 split. Ms. Page motioned that the 80/20 split be changed to 85/15 splits. Ms. Campbell second the motion. Each SAC Committee was called upon to respond to the

motion. Each SAC Committee agreed with the 85/15 split apart from Mr.

Montague for the 80/20 split. The 85/15 split ruled by majority vote. (10 to 1)

- Rearranging of names on the ballot: Campus Security and two Administrators (Faison, Lizano, and Rodriguez) to be included in **option 2**. Several employees will need to be prorated and must be included on the ballot. A motion was moved by Mr. Montague to approve the ballot showing the following: **option 1** an 85/15 split like the 2020-2021 ballot, **option 2** an 85/15 split, but the following people will be added (Faison and two Administrators) to be on the official ballot for the 2024-2025 school year for the A+ Funds. **Option 3**, None of the Above. Ms. Monica second it. All the SAC Committees gave a positive response, indicating that this would be the ballot that would be put forth for the faculty and staff to vote on after Thanksgiving.
- Mrs. Lizano would prefer that the A+ funds be distributed to the staff. No funds are requested to be allocated to educational materials.
- The current faculty & staff voting must take three days. Information must be posted in the cafeteria, teachers' lounge, and emailed to staff.
- ⚡ **Questions & Concerns-** Ms. Clark gave a disclaimer that if the vote does not pass, we will need to revisit **before** December 17<sup>th</sup>. No further Questions or Concerns.
- ⚡ Meeting Adjourn-Meeting adjourned on **November 19, 2024 @ 6:07pm.**
- ⚡ Next Meeting-Tentative for **December 17, 2024 @ 4:30pm.**

**Minutes Approved January 21, 2025**

**By School Improvement Stakeholders**