

Coconut Palm Elementary, a School Wide Title 1 School  
School Advisory Council (SAC) Meeting  
Meeting: Thursday, August 26, 2021  
Mr. J. Alejo, Principal & Ms. S. Reyes, Assistant Principal  
Ms. Osborne, Chairperson  
Meeting at 7:30 am

Meeting called to order at 7:35 am

**Administrators present:**

Juan Alejo, Principal

**Teacher Members Present:**

Tamara Osborne (Parent)

Maria Delgado

Collen Cottam

Kenya Goree (Parent)

Jacqueline Edman

**Parents present:**

Kalisha Brown

Harmonie Moleon

Victor Hernandez

Barbara Hernandez

Celanie Xavier

Agenda:

- Welcome all members
- Review of SAC By-Laws
- Member update on Open positions
- Overview of Title I
  - Parent Family and Engagement Plan for 2021-2022 to be reviewed and finalized
  - Review of the current School-Parent Compact for the 2020-2021 School-year
- Principal Comments
- Concerns/ Questions
- Adjourn

**Welcome all members***Ms. Osborne*

- Ms. Osborne welcomed everyone present at the meeting to order at 7:35 am.

**SAC By-Laws***Ms. Osborne*

- The SAC by-laws were reviewed.
  - Harmoni Moleon (parent) approves the by-laws. Ms. Cottam (teacher) seconds the motion
  - Updates were given on SAC positions currently open
    - SAF
    - ESOL
    - Gifted
    - ESE
- SAF meeting expectations were shared with parents. Highlights:
  - Homework policy
  - Attendance policy
  - Students ID's
- Ms. Osborne asks if any parent present at the meeting wants to act as the SAF chair to represent Coconut Palm Elementary.

**Title I***Ms. Edman*

- Mrs. Edman gives a brief overview of what Title I and funding.
- It is explained that a major compliance item is keeping parents involved and building capacity. Mrs. Edman asks for at three parents to represent our school at Title I Parent trainings throughout the 2021-22 school year.
  - Four parents volunteered to attend meetings
  - Parent training dates were shared.
  - Mrs. Edman explained that the Title I plan (addendum) was a part of the SIP Plan.
- Mrs. Edman explains that the SIP plan along with the Title I Addendum will be finalized at the end of September.
  - Title I Addendum will be reviewed and finalized at the next SAC meeting in September.

**Parent and Family Engagement Plan***Ms. Edman*

- Mrs. Edman reviewed the drafted 2021-2022 PFEP with dates for Family Nights: Literacy (January), Math (November), and Science (April).
- Mrs. Edman encourages everyone present in the meeting to give input to the drafted 2021-2022 PFEP
  - Mrs. Edman asked all people present in the meeting if there were any more ideas or suggestions they felt should be added to the plan and no one responded. All members agreed it should be finalized.
  - The PFEP for the 2021-22 school year is finalized.

## **School – Parent Compact**

*Ms. Edman*

- Mrs. Edman explained the School – Parent compact was disseminated on August 18, 2021 in the First Day packet.
- Teachers are assisting with trying to retrieve signed compacts.
- Ms. Edman explains that the school will continue to ask parents and students to sign and return the compacts until we have 75% or more compacts received.

## **Principal Updates**

*Mr. Alejo*

- Mr. Alejo welcomes parents and tells a little about his background.
  - Ninth year as a principal
  - He came from Boulevard Heights
  - Sixteenth year in education
  - Passionate about teaching and learning
- Trying to get true assessment data from students
  - I-Ready Diagnostic currently taking place ( Reading and Math )
  - New Reading curriculum – Benchmark Advance
  - Ms. Cottam interjects and gives an update as to when materials should arrive to the school.
  - Ms. Cottam mentions that Go Math will still be used along with Personal Math trainer curriculum.
  - Ms. Cottam explains that Science spirals from year to year.
- Mr. Alejo explains that we currently have ESSR teachers and how they will assist students to close learning gaps due to the Pandemic.
- Currently, there are approximately 100 students that have not shown up this school year, but are enrolled.
- Staff is still needed, one Teacher assistant and a Pool Substitute
- Covid sanitation procedures are in place
  - Cleaning company comes once a week
  - Custodians spray daily in high functioning areas
  - Canvas page open for students that need to quarantine
    - Students can ask Bria (online help) for assistance

## **Questions/ Concerns**

*Ms. Osborne*

- None

## **Adjourn**

- Meeting adjourned at 8:22 am. The next SAC meeting is scheduled for September 23, 2021 at 7:30 am. SIP will be finalized with the Title I Addendum.