



**West Hollywood Elementary School  
School Advisory Council Agenda  
October 15, 2025**

- I. Welcome**
- II. Approval of September Minutes**
- III. School Improvement Plan**
  - A. Positive Behavior Plan – Mrs. Sclafani**
  - B. MTSS/RTI Plan – Mrs. Sclafani**
  - C. Attendance Plan – Mrs. Sclafani**
  - D. Literacy Plan – Ms. Kuziw**
- IV. Title 1 Updates – Ms. Kuziw**
  - A. School Improvement Plan with Title I Addendum**
- V. Principal’s Report – Mrs. Palacios**
  - A. School Recognition Funds \$1,331.00**
  - B. Overview of State and District Assessments**
  - C. Free and Reduced Lunch Applications**
  - D. Attendance Matters**
  - E. School Environmental Safety Incident Reporting Database (SESIR) for the school year 2025-2026**
- VI. Other Business**
  - A. School Advisory Forum (SAF)**
- VII. Adjournment**



**West Hollywood Elementary**

**School Advisory Council Meeting Minutes  
September 10, 2025**

- I. **Welcome** - The meeting was called to order by Ms. Rubinstein at 5:31 PM.
  
- II. **Approval of May Minutes** – Ms. Rubinstein shared the May 2025 minutes with parents for them to review. Ms. Rubinstein motioned to approve the May minutes. Mrs. Palacios seconded that motion. Ms. Rubinstein stated the motion passed.
  
- III. **School Advisory Council Positions**
  - A. **What is SAC?** – Ms. Rubinstein explained that the School Advisory Council (SAC) is a group made up of individuals from different parts of the community. Its main role is to support the development and review of the school improvement plan and to help the principal with the annual school budget. SAC also receives funds that can be used at its discretion. Every school in Florida is required by law to have a SAC. The council must include the principal and a balanced mix of stakeholders who reflect the ethnic, racial, and economic diversity of the school’s community. Importantly, more than half of the SAC members must not be employed by the school district. The goal of school improvement is to make decisions based on data. The process is meant to be straightforward: SAC reviews relevant data, identifies areas that need improvement, creates strategies to address those issues, monitors how those strategies are implemented, and then repeats the cycle when new data becomes available.
  - B. **School Advisory Council (SAC) By-Laws** – Ms. Rubinstein shared the SAC By-Laws with everyone in attendance.
  - C. **SAC Positions** – Ms. Rubinstein shared the different positions to the parents in attendance. The following members were nominated and voted in. The following people currently hold the following positions on the school advisory council for the 2025-26 school year.

#	SAC Member Name	Position
1	Myers, Mark	SAC Co-Chair
2	Rubinstein, Amber	SAC Co-Chair
3	Tyler, Mozella	BTU Steward (or designee)
4	Jennings, Angela	SAF Chair (or designee) Parent of a student at the school

5	Andre, Ashley	Community / Business Representatives
6	Mendoza, Ruth	Non-Instructional Support Employees
7	Palacios, Lina	Principal
8	Zamudio, Cristina	Pre-K (if applicable - parent or certified teacher)
10	Matos, Stephanie	Parent
11	Sherrod, Wynton	Parent
12	Silva, Vincent	ESE Parent of a student at the school
13	Conde, Esrain	ESOL Parent of a student at the school
14	Basant, Anushka	IZone Representative (Must be a parent)

**D. Life, Skills, and Wellness** – Ms. House then spoke to everyone in attendance about West Hollywood’s Life, Skills, and Wellness plan. She presented available programs offered via Broward Schools for Life, Skills, and Wellness.

**IV. Title 1 Updates** – Ms. Rubinstein and Ms. Kuziw presented a PowerPoint on Title I and what it is, and how it helps the students at our school.

**V. Principal’s Report** – Mrs. Palacios welcomed everyone back for the 2025-26 school year.

**A. School Recognition Funds \$1,331.00 & Accountability Funds \$6,260.20** – Mrs. Palacios shared the School Recognition Funds are \$1,331.00 and the Accountability Funds are \$6,260.20. She brought up the fact that during the last meeting we voted to purchase the iReady Toolbox for grades K-5. The quote came back and was \$3,017.50, which was less than the predicted amount of \$3,550.00. We are going to move ahead and purchase the Toolkit at this time using these funds mentioned above, as we stated in the May minutes that were just approved.

**B. School Environmental Safety Incident Reporting Database (SESIR) for the school year 2025-2026** – Mrs. Palacios shared that for the 2025-26 school year hasn’t been an incident on campus. School Environmental Safety Incident Reporting is what SESIR stands for. She explained to those in attendance that these are things like bullying, vaping, etc. She then showed the required “See Something Say Something” Parent Overview and shared that she was going to send a parent link to the Parent Policy 5900 Anti-Bullying Training 2025-2026.

**VI. Other Business** – No other business currently.

**VII. Adjournment** – Mr. Myers motioned to adjourn the meeting at 5:59 PM. Mrs. Rubinstein seconded the motion to adjourn.



**West Hollywood Elementary  
School Advisory Council  
Minutes  
October 15, 2025**

- I. **Welcome** – Ms. Rubinstein gave a warm welcome to all in attendance and started the meeting at 5:31PM.
- II. **Approval of September Minutes** – Ms. Rubinstein reviewed the September minutes and motioned to approve the minutes. Ms. Mendoza seconded the motion, and the motion passed.
- III. **School Improvement Plan**
  - A. **Positive Behavior Plan** – Ms. Sclafani spoke about the positive behavior plan and the four main rules that students at West Hollywood Elementary Should follow. R.O.A.R. is the acronym used for the four rules. Respectful, Optimistic, Accountable, and Resilient. She then explained in Spanish these rules that students are expected to follow. The students that follow these rules earn points towards monthly rewards parties where they can choose different games at class dojo parties. They can play board games, Nintendo, basketball, etc.
  - B. **MTSS/RTI Plan** – Mrs. Sclafani then spoke about the Multi-Tiered System of Support Plan (MTSS). We look at student data from the statewide assessment in reading and math and students that score low and may need additional support are given the support they need to succeed. It may be academic, or it may be behavioral. Some parents may have started to receive camp letters, this is also part of our plan try and meet student needs that may not be able to fit during the school day.
  - C. **Attendance Plan** – Ms. Sclafani spoke about the attendance plan. She mentioned that if students are absent, make sure to excuse the absence. You can call it in, do it online, send a note, or call the school so that the absence can be excused. Our goal is for students to be here 90% of the school year. Students get flagged if they miss more than 10% of the school year.
  - D. **Literacy Plan** – Ms. Kuziw shared that October is literacy month. We started the school year assessing and screening students. Our goal for the year is to have at least 50% of our K-5 students be proficient on statewide assessments, which is considered a level 3 or above. We also one every student to make a one year’s worth of learning gains. We are going to work toward those goals using academic targeted reading interventions. Our interventionists are working hard filling in gaps in phonics, phonological awareness, phonemes, and other areas that are targeted by diagnostics and screeners.
- IV. **Title 1 Updates – Ms. Kuziw**
  - A. **School Improvement Plan with Title I Addendum** – Ms. Kuziw reviewed the Title 1

Addendum with parents. Ms. Kuziw reviewed the strategies in place to ensure high quality instruction in the classroom and how funds are used for professional development for our teachers for continued learning. Students who are identified as neglected will be directed to our social worker to provide support. ESOL students will be taught by an ESOL endorsed teacher.

**V. Principal's Report – Mrs. Sclafani**

- A. School Recognition Funds \$1,331.00** – Mrs. Sclafani shared that our funds are the same in this area.
- B. Overview of State and District Assessments** – Mrs. Sclafani shared the purpose of the presentation. She explained that state and district testing as they currently stand for the 2025-2026 school year. The tests referenced do not represent a comprehensive list but focus on those assessments which are linked to school grades, student progression, between grades, and graduation.
- C. Free and Reduced Lunch Applications** – Lunch is no longer free. The application for students to receive free or reduced lunch is now open year-round.
- D. Attendance Matters** – She shared that homeroom classes can earn a game party where the class can enjoy playing board games. The way the class can earn it is by spelling out “PERFECT ATTENDANCE”. They earn letters if everyone is present in class and not tardy. Once they have earned all the letters, they will earn the privilege of playing board games.
- E. School Environmental Safety Incident Reporting Database (SESIR) for the school year 2024-2025** – There has been 1 reported case of bullying that Mrs. Sclafani is currently investigating.

**VI. Other Business –**

- A. SAF** – Ms. Rubinstein shared that we are looking for parents to assist in becoming members of our School Advisory Forum. Please reach out to any of the administrators, teachers, or faculty at the school if they are interested in becoming members. Duties are attending meetings and bringing back information to share with our school.

**VII. Adjournment** – Meeting ended at 6:05.

☆ SAC Sign in Sheet for West Hollywood ES (0161)

Date: 10-15-25

Time: 5:30

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Andre, Ashley	Community / Business Representatives	No	No	<i>Ashley Andre</i>
2	Basant, Anushka	I-Zone Representative (must be a parent)	No	Yes	
3	Conde, Esrain	ESOL Parent of a student at the school	No	Yes	
4	Jennings, Angela	SAF Chair (or designee) Parent of a student at the school	No	Yes	
5	Matos, Stephanie	Parent	No	Yes	
6	Mendoza, Ruth	Non-Instructional Support Employees	Yes	Yes	<i>Ruth</i>
7	Myers, Mark	SAC Co-Chair	Yes	No	<i>Mark Myers</i>
8	Palacios, Lina	Principal	Yes	No	
9	Rubinstein, Amber	SAC Co-Chair	Yes	No	<i>Amber Rubinstein</i>
10	Sherrod, Wynton	Parent	No	Yes	<i>W. Sherrod</i>
11	Tyler, Mozella	BTU Steward (or designee)	Yes	No	<i>M. Tyler</i>
12	Vincent, Silva	ESE Parent of a student at the school	No	Yes	
13	Zamudio, Cristina	Pre-K (if applicable - parent or certified teacher)	Yes	No	<i>Cristina</i>

School Name: West Hollywood Elementary  
 Title of Workshop: Title I Meeting/Literacy Night  
 Date: 10/15/25  
 Time: 5:30-7:30 PM

Name	Signature	Attendee Title	Student Name	Email Address	Telephone Number
Meredith Rasador-Rivera		Parent	[REDACTED]	rosinpearthyoflow@gmail.com 407 916 6895	
Rosadolph G. Linares		Parent	[REDACTED]	inka1980@yahoo.com 954 663 5621	
Paatouh Kalkasnik		Parent	[REDACTED]	Roussellkalka@gmail.com 786-960-7663	
MARIA MOISE		MOTHER	[REDACTED]	maria.moise@gmail.com (313) 818-3254	
SRENANG SUNCHET		MOTHER	[REDACTED]	kalissia.nora 754-236-9198	
Maria J. Campbell		Parent	[REDACTED]	Yennifer262@gmail.com 754.304.5590	954.558.6209
Aubriana Hanna		MOTHER	[REDACTED]	Aubriana11@gmail.com 954.350.1917	
HA RANSON		Student	[REDACTED]		
Alexis OSGOND		Student	[REDACTED]	a.osgond34@gmail.com 561 251 9509	
Josheema Blackwood		Student	[REDACTED]	heymblackwood@gmail.com 954-636-0070	
JONATHAN WILLIAMS		Student	[REDACTED]	nylch5719@gmail.com 786-867-3908	
Ariana Ramirez		Student	[REDACTED]	essyreddis3@gmail.com 561 497-9496	
Kyrnell Davis		Student	[REDACTED]	kyrnelledavis@gmail.com 754-368-5535	
Brehan Constantine-Bridg		Student	[REDACTED]	DR. CONNOR03@gmail.com 754 904-3891	
Laila E. Johnson		Student	[REDACTED]	aylae.johnson@gmail.com 786-914-0084	
Sade Robinson		Student	[REDACTED]	ladder84@gmail.com 954-558-7621	
Gabrielle K. Cullum		Student	[REDACTED]	Gabriellecullum@gmail.com 954-668-0857	
ANDREW SAMART		PARENT	[REDACTED]	ANDREWSAMART@yahoo.com 954-892-729	
Alexandra Kuziiv		Literacy teacher	[REDACTED]	ALEXANDRA.KUZIIV. 954-483-7612	
Crystal Sherrid		4th Grade	[REDACTED]	Crystal.Sherrid@gmail.com (305) 809-8985	
Venicia Sclafani		Assistant Principal	[REDACTED]	Venicia.Sclafani@browardschools.com 794-323-8000	
Rechel Pentzhe		ESOL	[REDACTED]	rechel.pentzhe@browardschools.com 954 861 766	