

**PETERS ELEMENTARY SCHOOL ADVISORY COUNCIL
MINUTES OCTOBER 28TH, 2025
(2ND MEETING OF THE YEAR)**

IN-PERSON MEETING

Welcome:

A meeting of the Peters Elementary School Advisory council was held on October 28, 2025. Chellany Clarke, SAC Co-Chair, called the meeting to order at 2:35 p.m. Nicole Manton recorded the minutes of this meeting.

Attendees

	Present (In-person)	Present (On Teams)	Not Present
Dr. Eric T. Miller-Principal			X
Chellany Clarke-Literacy Coach-SAC Chair	X		
Annette Young-Teacher- BTU Steward	X		
Jamilee Melton-Para-Non-instructional Rep			X
TBA-Parent-Title I Rep			X
Lisa Richards -Parent-SAF Chair	X		
TBA-Parent-ESE Rep			
Augustin, Ro -Community Rep	X		
Barnett, Sabrina- Parent Rep	X		
Christine Masse-Pre-K			X
Brian Carson – Teacher/ SAC Chair Assistant	X		
TBA - Teacher			
Nicole Manton - Secretary	X		

Guests

Patrice DeCarlo	Carolyn Cohen
Ellen Miller	Nicole Seibold
Cheryl Myles	Rachelle Arpin
Debroah Harper	Lyrette Brown
Carol King Roberts	Nanette Littles
James McGovern	Veronn James
Shelia Valies Joseph	

Minutes:

Old Business: Committee:

The committee reviewed the September 30th minutes. Mrs. Manton motioned to approve, and Mrs. Seibold seconded. The motion passed.

New Business:

Ms. Clarke reviewed and introduced the new members, thanked them for joining, and expressed her appreciation to the teachers and staff for helping to recruit new committee members.

Admin Updates:

SESIR: There were no SESSIR updates at this time

SIP Budget:

Mrs. Roberts reviewed the following SIP Budget:

Items	Beginning Balance	Expenses	Remaining Balance
Parent University Nights Teachers' Salaries Math Night – 10-30-25 Literacy Night – 12-18-25 Science Night – 2-26-26 ESPN Night – 4-23-26	1,298	432	866
Staff Salaries	169,147	169,147	0
ELO Camp Salaries	36,950		36,950
Materials & Supplies	2,490	0	2,490
Students' Agendas	978	0	978
Refreshments for Parent University Nights	600	200	400
Accountability Funds	TBA	0	TBA
Totals:	\$211,463	\$169,779	\$41,684

Title One Addendum:

Ms. Clarke reviewed our school's addendum, outlining Peters Elementary's plan to improve overall academic performance and support Title I students as well as students with varying needs. She explained how Title I funds will be used to support student achievement and discussed the role of professional development in strengthening instruction and boosting academic outcomes. Ms. Clarke also reviewed the services that will be provided to students.

The committee was asked if they had any questions or concerns; no input was provided at this time.

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MTSS Action Plan:

Mrs. Roberts reviewed Peters Elementary’s MTSS Action Plan and explained that MTSS stands for Multi-Tiered System of Support. She described the purpose of MTSS, how it functions, and the key elements included in our plan. Mrs. Roberts also outlined how the plan will be implemented and how we aim to improve our performance in this domain.

The committee was asked if they had any questions or concerns; no input was provided at this time.

Additional Updates:

Ms. Clarke reviewed the upcoming Family Nights, and explained their purpose and scheduled dates:

- **Math Night:** October 30, 2025 (6:00–8:00 p.m.)
- **Literacy Night:** December 18, 2025 (6:00–8:00 p.m.)
- **Science Night:** February 26, 2025 (6:00–8:00 p.m.)
- **ESPN Night (Standards Review):** April 23, 2025 (6:00–8:00 p.m.)

SAC Meeting Dates:

- December 16, 2025
- January 27, 2026
- February 24, 2026
- March 31, 2026
- April 21, 2026
- May 26, 2026

Meeting adjournment:

Motion: Ms. Clarke motioned to adjourn the meeting at 2:53 p.m. It was seconded by Ms. Young and the motion passed.

Submitted by Nicole Manton, SAC Secretary






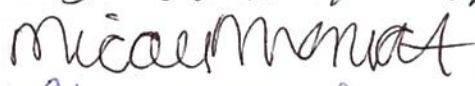
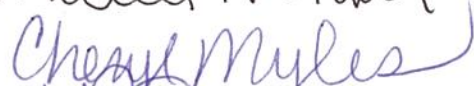





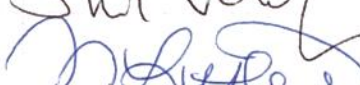



Minutes approved: _____

Date: _____

☆ SAC Sign in Sheet for Peters ES (0931)

Date: 10/28/25








Time: 2:35

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Patricia DeCARLO		D, Di DeCARLO	Licensed Marriage & Fam Therapist	
2	Elen Miller ✓				
3	James McGovern ✓				
4	Carolyn Cohen ✓				
5	Deborah Harper ✓				
6	Nicole Manton				
7	Cheryl Myles ✓				
8	Nicole Seibold				
9	Rachelle Arpin		Maddy Langbein	The Way Home Treatment Center	
10	Lyrette Brown		Josiedt Lewis		
11	Sheila Valies ✓				
12	Nanette Littles ✓				
13	Veronn James ✓				
14					
15	Brian Carson				
16					
17					
18					
19					
20					

☆ SAC Sign in Sheet for Peters ES (0931)

Date: 10/28/25

Time: 2:35




#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Arpin, Megan	Parent	No	Yes	
2	Augustin, Ro	Community / Business Representatives	No	No	
3	Clarke, Chellany	SAC Chair	Yes	No	
4	Melton, Jami	Non-Instructional Support Employees	Yes	No	
5	Miller, Dr. Eric	Principal	Yes	No	
6	Prieto, Emma	ESOL Parent of a student at the school	No	Yes	
7	Richards, Lisa	SAF Chair (or designee) Parent of a student at the school	No	Yes	
8	Somerville, Robert	ESE Parent of a student at the school	No	Yes	
9	Woods, Da'Jah	Pre-K (if applicable - parent or certified teacher)	No	Yes	
10	Young, Annette	BTU Steward (or designee)	Yes	No	
	Barnett, Sabina	Parent	NO	yes	
	Manton, Nicole		✓	yes	
	Carson, Brian				

SAF

★ Sign in Sheet for Peters ES (0931)

Date: October 24, 2025

Time: _____

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Chelony Clarke	✓			
2	Shante Hemphrey	✓			
3	Nicole Hanton	✓			
4	Drian Carson	✓			
5	Ellen Miller	✓			
6	Cheryl Myler	✓			Cheryl Myler
7	James McEachern	✓			James M'D
8	Sheila Valies	✓			SLV Vahy
9	Annelk Young	✓			
10					
11					
12					
13					
14					
15					
16					