School Advisory Forum (SAF) Meeting Minutes

Meeting Date: September 29, 2026

I. Call to Order

The School Advisory Forum (SAF) meeting, presided over by Ms. Ayanna B. Whitworth-Barner, was called to order at 9:16 p.m., immediately following the conclusion of the School Advisory Council (SAC) meeting.

II. Welcome and Purpose

Parents and stakeholders were welcomed. The purpose of the meeting was to share information about schoolwide initiatives and ensure that families understand how they can participate and support the school's continued improvement efforts.

III. Title I and School Improvement Plan

The school's Title I and School Improvement Plan had been approved the previous day. Copies will be made available to parents and stakeholders for review so they can see the strategies and actions being implemented. Ms. W-B emphasized that the plan will provide clear information regarding the school's improvement priorities.

IV. Schoolwide Instructional Initiatives

1. **Interactive Notebooks:** The school is streamlining its literacy practices and expanding the use of interactive notebooks across classrooms. A donation grant has been secured for 200 composition books and spiral notebooks. Students will use the notebooks to take intentional notes regularly, with each subject area using an appropriate instructional focus.
2. **Depth of Knowledge and Academic Language:** Teachers will emphasize higher-level questioning, depth of knowledge, and the use of academic language when students respond to questions. Students will be encouraged to support their answers with evidence from the text and become familiar with the language and expectations they will encounter on assessments.
3. **Reading and Writing Connection:** Instruction will reinforce the connection between reading and writing, including opportunities for students to write before, during, and after reading.
4. **Daily Reading:** Families were asked to ensure that students read for at least 20 minutes each day. Students may read books, articles, blogs, or other age-appropriate materials that interest them.

V. Implementation and Student Responsibility

The schoolwide initiatives will be implemented consistently across classrooms. Staff will streamline existing literacy practices, build on successful strategies, and establish clear routines

so students can maintain their instructional materials and take greater responsibility for their learning.

VI. Family and Stakeholder Engagement

Parents were encouraged to remain informed, review the School Improvement Plan when it is distributed, support daily reading at home, and partner with the school in reinforcing the instructional expectations presented.

VII. Questions and Discussion

The floor was opened for questions. No questions were recorded.

VIII. Adjournment

The SAF meeting was adjourned at 9:24 p.m.