



## **School Advisory Council**

**September 24, 2025**

**Hollywood Park Elementary Media Center at 2:30 pm**

### **AGENDA**

- **Call to Order**
- **Introductions and Attendance**
- **Approval of May 2025 meeting minutes**
- **Reports**
  - **SIP Monitoring and Stakeholder Feedback**
    - **25 School Year Data and 26 School Year WIGS**
    - **Title I Updates**
  - **Accountability Funds**
  - **SESIR (School Environmental Safety Incident Reporting)**
- **Old Business**
- **New Business**
  - **What is SAC?**
  - **Robert's Rules of Order & Florida's Sunshine Law**
  - **SAC Bylaws (Voting of officers)**
  - **Composition Report**
- **Announcements**
- **Next Meeting Date**
- **Adjourn**

#### **Upcoming Dates**

September 25<sup>th</sup>- Picture Retake Day  
September 26<sup>th</sup>- Chuck E Cheese Night  
October 6-10<sup>th</sup>- FTE & Scholastic Book Fair Week  
October 8<sup>th</sup>- Book Fair Family Night & Bingo Night  
October 20- 24<sup>th</sup>- Red Ribbon Week  
October 22<sup>nd</sup>- SAC/SAF/PTO Meeting 5:00PM

#### **Contact Information:**

**Elena Cardet via email at [elena.cardet@browardschools.com](mailto:elena.cardet@browardschools.com) or 754-323-6250**



## **2025-2026 SAC Meeting Dates**

**September 24, 2025 at 2:30 PM**

**October 22, 2025 at 5:00 PM**

**November 5, 2025 at 2:30 PM**

**December 3, 2025 at 2:30 PM**

**January 28, 2026 at 5:00 PM**

**February 25, 2026 at 2:30 PM**

**March 25, 2026 at 2:30 PM**

**April 22, 2026 at 2:30 PM**

**May 27, 2026 at 2:30 PM**

# School Advisory Council/School Advisory Forum

## Meeting Minutes

September 24, 2025

### ATTENDEES:

Elena Cardet (SAC Co-Chair); Patricia Nix (Secretary); Mr. Lindsay (Assistant Principal); Mrs. Markevich (Principal); Melissa D'Ambrosio (Teacher); Robyn Muir (SAF Designee); Mercedes Griffiths (Non-Instructional Support); Melissa Clendennin (Teacher); Tywon Jones (Community Rep.); Ivan Pereira (Teacher); Cassy Scheigert (Parent); Yanisse Diaz (Teacher); Yoslady Marrero (Parent); Maria Weaver (Teacher); Monica Grimaldo (Teacher); Tania McFarlane (Teacher)

### PROCEEDINGS:

#### Welcome:

\*Everyone was welcomed, and agendas were passed out.

#### Call to Order:

- A meeting of the Hollywood Park Elementary School Advisory Council and School Advisory Forum was held in-person in the Media Center on September 24, 2025.
- Mrs. Cardet called the meeting to order at 2:30 pm. Mrs. Nix recorded minutes for this meeting.
- Motion to approve May 2025 meeting minutes by Mr. Pereira. Motion seconded by Ms. D'Ambrosio.
- Introduction of Committee members and guests.

#### What is SAC?

- Facilitates the development and monitors the progress of the annual School Improvement Plan (SIP).
- Allocates Accountability Funds to support the SIP goals and objectives.
- Actively participates in the preparation of the school's annual budget and plan (F.S.C.1001.452).

#### Robert's Rules of Order & Florida's Sunshine Law

- Only one subject may be before a group at one time.
- "Negative" motions are generally not permitted.
- All members have equal rights.
- Each item presented for consideration is entitled to a full and free debate.

- The rights of the minority must be protected but the will of the majority must prevail.

## Florida's Sunshine Law

- **Government in the Sunshine**
  - Florida's public meetings law, section 286.011, Florida Statutes, commonly referred to as the Sunshine Law, provides a right of access to governmental proceedings at both the state and local levels. The law applies to both elected and appointed boards and to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action. The three basic requirements of the Sunshine Law are:
    1. meetings of public boards or commissions must be open to the public;
    2. reasonable notice of such meetings must be given; and
    3. minutes of the meetings must be taken.

## SAC Bylaws (Voting of officers)

- Nominating Committee voted Ms. Cardet in. She will continue as SAC Chair.
- Bylaws were updated.
- **Parental Input:** Mrs. Muir suggested that officers should serve a one-year term.
- 51% of attendance is needed for voting to take place.
- Mrs. Robyn Muir was voted in for SAF Chair.

## Composition Report

- There are open positions for the following:
  1. ESE Parent
  2. ESOL Parent
  3. Pre-K Parent
  4. I-Zone Representative
  5. Parents and/or Community Representatives

## SIP Monitoring and Stakeholder Feedback

- Our School Improvement Plan is located on our school website:  
<https://hollywoodpark.browardschools.com>
  - ⇒ Click on Students and Parents
  - ⇒ Click on Parents
  - ⇒ Click on "School Improvement Plan"
- Demographic Data was shared
- Not in compliance yet – Employed by District (49% or less) – Currently 63%  
Not Employed by District (51% or More) – Currently 38%

## '25 School Year Data & '26 School Year WIGS

- School Grade Data:

	2024	2025
ELA Achievement	64	72
Math Achievement	75	86
Science Achievement	63	82
3 <sup>rd</sup> Gr. ELA Achievement	59	69
Writing Achievement	...	...
ELA Learning Gains	72	72
Math Learning Gains	75	86
ELA Learning Gains of the Lowest 25%	65	72

- PLC Grade Level Goals:

	ELA	Math
Kinder	64%	72%
1 <sup>st</sup>	71%	72%
2 <sup>nd</sup>	65%	65%
3 <sup>rd</sup>	75%	77%
4 <sup>th</sup>	79%	85%
5 <sup>th</sup>	80%	90%
Cluster 3-5	71%	72%

## Title 1 Updates

- We are currently in the process of planning our Diversity Night.

## **Accountability Funds**

- \$5017.09

## **SESIR:**

- Mrs. Cardet addressed the committee.
- SESIR stands for: School Environment Safety Incident Reporting
- No incidents.

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October 22<sup>nd</sup> – SAC/ SAF/PTO Meeting 5:00 PM

Mrs. Cardet motioned to adjourn the meeting at 3:25 pm. Motion carried unanimously.

Minutes were submitted by Mrs. Nix.

Approval Date: September 24, 2025

Mission: To provide an environment that is conducive to collaboration and reflection in order for all students to thrive in a global society.

★ SAC Sign in Sheet for Hollywood Park ES (1761)

Date: 9/24/25







Time: 2:30 PM

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Cardet, Elena	SAC Chair	Yes	No	<i>Elena Cardet</i>
2	Clendennin, Melissa	BTU Steward (or designee)	Yes	No	
3	Griffiths, Mercedes	Non-Instructional Support Employees	Yes	No	<i>Mercedes Griffiths</i>
4	Jones, Tywon	Community / Business Representatives	No	No	<i>T Jones</i>
5	Markevich, Galina	Principal	Yes	No	<i>Galina Markevich</i>
6	Muir, Robyn	SAF Chair (or designee) Parent of a student at the school	No	Yes	<i>Robyn Muir</i>
7	Nix, Patricia	SAC Secretary	<input checked="" type="checkbox"/> Yes	No	<i>Patricia Nix</i>
8	Valliere, Jennifer	Community / Business Representatives	No	No	

★ SAC Sign in Sheet for Hollywood Park ES (1761)

Date: 9/24/25

Time: 2:30 PM

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Ivan Pereira	Y	N	—	
2	Cassy Schiebart	N	Yes	—	
3	Yunisse Diaz	✓	N	—	
4	Ipskeddy Barrow		Yes	—	
5	Melissa D'Ambrosio	✓	No	—	
6	Yvonne Jones			BGBc	
7	Maria Weaver	✓	NO		Maria Weaver
8	Monica Grimaldo	✓	NO		Monica Grimaldo
9	Lanira McFarlane	✓	NO		Lanira McFarlane
10					
11					
12					
13					
14					
15					
16					