

**Pasadena Lakes Elementary School**  
**School Advisory Forum (SAF) Meeting Minutes**

**Date:** February 24, 2026

**Time:** 3:01 p.m.

**Location:** Media Center

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### **1. Welcome and Call to Order**

The School Advisory Forum (SAF) meeting was called to order at **3:00 p.m.** The SAF sign-in sheet served as the official record of attendance.

### **2. Introductions**

Participants were welcomed and introductions were conducted. Members were reminded that the **School Advisory Forum serves as an advisory body designed to promote collaboration, transparency, and stakeholder input among families, community members, and school staff.**

### **3. Schoolwide Data and Updates**

#### **Academic Highlights**

Principal Williams shared academic highlights with stakeholders, noting **incremental positive trends in student performance across the school's academic focus areas and ESSA subgroups.**

#### **School Climate**

Updates regarding school climate were provided. The school continues to emphasize a positive learning environment and student engagement through schoolwide initiatives and recognition programs.

#### **Attendance Trends**

Attendance data was reviewed. While improvement has been observed, the school continues to address attendance and tardiness concerns. School staff are **actively contacting families and implementing strategies to decrease tardiness and increase attendance rates.**

### **4. School Improvement Plan (SIP) Updates**

#### **Areas of Focus**

Administration reviewed the school's **School Improvement Plan (SIP) Areas of Focus,** which guide instructional priorities and schoolwide improvement efforts.

#### **Progress Monitoring Highlights**

Progress monitoring data indicated **positive trends across targeted academic areas and**

**student subgroups.** The school continues to monitor performance and adjust instructional strategies to support student achievement.

### **Stakeholder Feedback**

Families and community members were invited to provide feedback regarding SIP goals and implementation. The updates shared aligned with those presented during the SAC meeting, including progress in academic performance and ongoing efforts to address student attendance.

### **5. Questions, Comments, and Recommendations**

The floor was opened for questions, comments, and recommendations.

**No additional questions or comments were presented.**

### **6. Announcements**

#### **Upcoming Events**

- **March 10, 2026:** 5th Grade Field Trip – Pines Collegiate Academy
- **March 11, 2026: Title I Parent Night** (Information session to support families with upcoming testing)
- **March 26, 2026:** 4th Grade Field Trip – Museum of Science
- **Debate Competition:** Western High School

#### **Testing Information**

- **March 11–25, 2026:** District Testing Window
- **March 31, 2026:** Writing Assessment for **4th and 5th Grades**

#### **Family Engagement Opportunities**

Families were encouraged to participate in the **Title I Parent Night on March 11**, which will provide information and support related to upcoming student assessments and academic expectations.

The **next SAF meeting** is scheduled for **March 31, 2026**.

### **7. Adjournment**

With no further business, the SAF meeting was **adjourned at 3:15 p.m**