

**Pasadena Lakes Elementary School
School Advisory Council (SAC) / School Advisory Forum (SAF)
Combined Meeting Minutes**

Date: April 28, 2026

Time: 2:30 PM

Location: Innovative Learning Commons (Media Center)

1. Call to Order

The Joint SAC/SAF Meeting of Pasadena Lakes Elementary School was called to order at 2:30 PM.

2. Introductions and Membership Verification

Membership verification was conducted by Ms. Fahie, and a quorum was established.

3. Approval of Previous Meeting Minutes

The minutes from the previous meeting were reviewed. A motion to approve the minutes as presented was made by Ms. Fahie. The motion carried.

4. Old Business

There was no unfinished old business presented for discussion.

5. New Business

School Improvement Plan (SIP) Monitoring

Members discussed ongoing SIP monitoring efforts and reviewed schoolwide progress initiatives. It was shared that the recent camp program was successful, particularly for the nineteen students who attend the Boys and Girls Club after-school program. The school collaborated with the Boys and Girls Club to provide an additional student pick-up, allowing these students to participate in the extended learning opportunities offered through the camp. Staff noted that these efforts made a significant difference in supporting students in the primary grades, as reflected in improved PM3 assessment results.

2026–2027 SIP and SPBP Preplanning

Initial planning discussions began for the 2026–2027 School Improvement Plan (SIP) and Schoolwide Positive Behavior Plan (SPBP). SAC leadership for the upcoming school year was discussed.

The Schoolwide Positive Behavior Plan was presented to stakeholders as part of the district requirement prior to April 30, 2026. Members reviewed components of the SPBP, including

quarterly PBIS meeting dates, faculty training timelines, and schoolwide behavior expectations.

Behavior data from the 2025–2026 school year was also reviewed. The school reported a total student population of 459 students, with 99% of students having zero to one referral, 1% identified as at-risk with two to five referrals, and less than 1% identified as high-risk with more than five referrals. The PBIS core was determined to be effective based on district criteria.

The committee discussed Tier 1 behavior supports and the importance of maintaining consistent schoolwide implementation. Members emphasized the continued use of CHAMPS, PBIS strategies, PAWS expectations, cafeteria points, and positive reinforcement systems to strengthen student behavior and school climate.

Assistant Principal Presentation: Behavior Plan for 2026–2027

Behavior and discipline data were reviewed with stakeholders. The top discipline incidents for the current school year included simple battery, defiance/insubordination, threats, minor altercations, and low-level battery incidents. The cafeteria, athletic field, and hallway/media center areas were identified as the locations with the highest number of referrals.

The administrative team shared that Tier 1 classroom behavior strategies are being implemented schoolwide and discussed plans to strengthen teacher training in classroom management and early intervention practices. The school will continue reinforcing the consistent use of Leader in Me, Character Education, CHAMPS, and Life Skills and Wellness initiatives to support positive student behavior and social-emotional development.

Members also discussed the importance of restorative practices, sensitivity to student needs, and providing early interventions for students exhibiting behavioral concerns. Additional supports will include reviewing discipline referral trends, identifying classrooms needing additional support, and providing coaching and monitoring through classroom snapshots and PBIS walkthroughs.

BCPS Customer Survey Update

Administration reported that, as of the meeting date, the required number of students and staff had completed the BCPS Customer Service Survey. It was noted that an additional 47 parent surveys were still needed for the school to meet the parent participation target. Mrs. Bailey volunteered to assist by utilizing the QR code with parents while they were waiting in

the afternoon car line in an effort to increase survey participation and support the school in meeting the district goal.

FAST PM3 and End-of-Year Procedures

Administration shared that FAST PM3 testing would begin on May 1, 2026. Staff were reminded of testing expectations and preparations to ensure smooth implementation. In addition, classroom library procedures and beginning end-of-year (EOY) procedures were discussed with stakeholders and staff.

SAF Input and Community Feedback

Community members and stakeholders were provided with an opportunity to share input and feedback regarding school initiatives, PBIS implementation, and student support systems.

6. Principal's Report

The Principal's Report was presented, including updates on schoolwide initiatives, positive behavior supports, FAST PM3 preparation, and preparations for the upcoming school year. Administration emphasized the school's commitment to maintaining a positive learning environment through proactive Tier 1 support, student recognition systems, and consistent implementation of schoolwide expectations.

7. Next Meeting Date

The next SAC/SAF meeting will be held on May 26, 2026, at 2:30 pm in the Innovative Learning Commons (Media Center)

8. Adjournment

A motion to adjourn the meeting was made by Ms. Bailey and seconded by Ms. Fahie. The meeting adjourned at 3:01 PM.