

Pasadena Lakes Elementary School
School Advisory Council (SAC) and School Advisory Forum (SAF)
Joint Meeting Agenda
Tuesday, November 4, 2025 – 6:00 p.m.
Location: Pasadena Lakes Elementary Cafeteria

1. Call to Order

2. Introductions

Welcome of members, parents, staff, and community stakeholders. Brief introduction of SAC and SAF officers and participants.

3. Verification of Attendance and Quorum

Sign-in sheet verification and quorum confirmation for SAC.

4. Approval of Previous Meeting Minutes

- Review and approval of **October 28, 2025 SAC and SAF minutes**.

5. SAC Purpose and Members' Roles & Responsibilities

Presentation and Discussion:

- Overview of SAC purpose under **SBBC Policy 1403** and **Florida Statute 1001.452**.
- Explanation of SAC bylaws and the 11 guiding articles (Purpose, Membership, Meetings, Committees, Utilization of Funds, Training, Amendments, and Parliamentary Authority).
- Review of SAC and SAF members' duties, election procedures, and quorum expectations.
- Reinforcing SAC's function as a **link between school and community** in supporting continuous school improvement and stakeholder collaboration.

6. School Improvement Plan (SIP) Monitoring

Discussion Topics:

1. Data-Driven Decision-Making:

- Review current performance data trends (FAST, i-Ready, and internal diagnostics).
- Identify areas of growth and continued need.
- Emphasize how SAC members analyze and use data to make informed decisions about instruction and resource allocation.

2. Training in District-Provided Data Analysis Tools:

- Overview of tools available for data review and instructional planning (e.g., FOCUS, Performance Matters, i-Ready Reports).
- Discussion on staff training sessions that help connect data insights to classroom strategies.

3. The Advantages of Authentic Planning:

- Explore how authentic, evidence-based planning fosters meaningful instructional shifts.
- Examine connections between school-based data and actionable classroom improvements.

4. Strategies to Develop and Leverage Student Effort:

- Share strategies that promote intrinsic motivation and student goal setting.
- Discuss how effort, engagement, and growth mindset relate to student achievement within the SIP's focus areas.

7. Accountability and Budget Update

- Update on **School Accountability Funds** and their alignment with SIP priorities.
- Discussion of proposed expenditures supporting data-driven instruction, training, and student engagement initiatives.

8. Principal's Report

- Schoolwide attendance initiatives and interventions.
- Upcoming events and highlights supporting student learning and family engagement.

9. School Environmental Safety Incident Report (SESIR)

- Report on any current or pending SESIR items.
- Review of safety protocols and schoolwide climate updates.

10. Stakeholder Feedback

- Open dialogue: parents, staff, students, and community members share input related to agenda topics.
- Feedback will inform SIP monitoring and future planning discussions.

11. Announcements

- **District Showcase:** Monday, November 17, 2025
- Upcoming family and community engagement events.
- Next Region Advisory Council and SAF updates.

12. Next Meeting Date

The next SAC meeting will be held on **Tuesday, December 2, 2025, at 2:30 p.m.** in the **Media Center**.
(Note: SAF meeting to follow immediately after.)

13. Adjournment

Prepared by: Ms. Bailey, SAC Co-Chairperson

Date: October 28, 2025