



PEMBROKE LAKES ELEMENTARY SCHOOL
School Advisory Council (SAC)
November 18, 2025 @ 2:15 in the Media Center

Call to order/Introductions/Attendance

Approval of Previous Minutes

- Approval of Minutes from October 2025.

New Business

- Florida School Recognition Program Award
- Florida School Recognition Program (A+) Proposals and Ballot Creation

Reports

- Chair's Report (Reading, Math, Science, and Writing)
- School Counseling Report
- Media Center Report

School Improvement Plan/ Monitoring and Stakeholder Feedback

- Overview of School Improvement Plan
 - Early Warning Indicators
 - Comprehensive Evidence-Based Reading Plan
 - Multi-Tiered System of Supports (MTSS) Plan
- Stakeholder Feedback in Areas of Focus

School Environmental Safety Incident Reporting (SESIR)

- October Incidents

Accountability Funds

- Current balance of the available SAC funds in the school's budget \$ 1,707.00
- Year-to-date expenditures \$ 0

Principal's Report

- Other School Updates and/or announcements

Next Meeting

- Our next SAC Meeting will take place on January 27, 2026, in the media center.





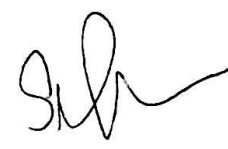




Adjournment of SAC Meeting

- Questions and/or comments

☆ SAC Sign in Sheet for Pembroke Lakes ES (2661)



Date: 11/18/25

Time: 2:25 pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Benedit, Jaqueline	Teacher	Yes	No	
2	Bernowitz, Keila	Parent	No	Yes	
3	Carraha, Kimberly	SAC Secretary	Yes	No	
4	Fernandez, Tania	SAC Chair , BTU Steward (or designee)	Yes	Yes	
5	Freesman, Kari	Non-Instructional Support Employees	Yes	No	
6	Laucirica, Silvia	ESOL Parent of a student at the school	No	Yes	
7	McLaughlin, Lori	Teacher	Yes	No	
8	Murias, Jasmin	I-Zone Representative (must be a parent)	No	Yes	
9	Nolasco, David	Community / Business Representatives	No	No	
10	Rodriguez Sr., Enriquez	Parent	No	Yes	
11	Seiler, Lorena	Gifted Parent of a student at the school	No	Yes	
12	Suarez, Miguel	SAF Chair (or designee) Parent of a student at the school	No	Yes	

Date: 11/18/25

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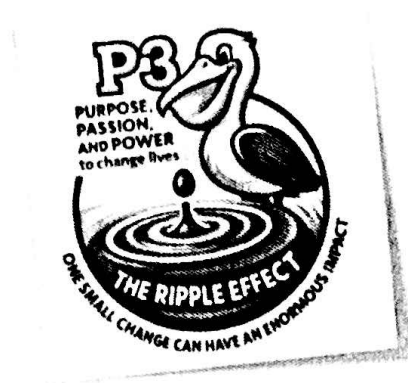
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
13	Teramo, Kerri	ESE Parent of a student at the school	Yes	Yes	
14	Wagner, Marsha	Principal	Yes	No	
15	Ziadie, Lauren	Parent	No	Yes	

★ SAC Sign in Sheet for Pembroke Lakes ES (2661)

Date: 11/18/25

Time: 2:25 pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Kimberly Carrato ✓				<i>[Signature]</i>
2	Kristie Knapp ✓		✓		<i>[Signature]</i>
3	Rosanna Orrett ✓				Rosanna Orrett
4	Kerri Teramo ✓		✓		<i>[Signature]</i>
5	Lily Suarez ✓		✓		<i>[Signature]</i>
6	Kari Freesman ✓		NO		<i>[Signature]</i>
7	Lauren Ziadie		✓		<i>[Signature]</i>
8	J. Monnin ✓				<i>[Signature]</i>
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PEMBROKE LAKES ELEMENTARY SCHOOL
Media Center
School Advisory Council (SAC)
October 28, 2025

Call to Order/Introductions

The meeting of the Pembroke Lakes Elementary School Advisory Council was held in the school Media Center and on Teams on October 28, 2025. Mrs. Fernandez made a motion calling for the meeting to order at 2:25 p.m. It was moved by Lorena Seiler and seconded. Kimberly Carraha recorded minutes for this meeting.

Introduction and Attendance

Quorum was met.

Welcome

- Approval of Minutes from September 2025.
 - Motion to approve made by Lorena Seiler and seconded.
- Approve Bylaws
 - Motion to approve Bylaws made by Lorena Seiler and seconded.
- Approve SAF Bylaws
 - Still looking for a co-chair to assist
 - Motion to approve SAF Bylaws made by Lorena Seiler and seconded.

High Quality Instruction

- School Improvement Plan (SIP) Chairs Report (Reading, Math, Science, Writing)
 - Ms. Fernandez reported on behalf of Ms. McLaughlin
 - Resources and strategies for ELA whole group and small group instruction in addition to literacy centers based on the 6 components of reading (Oral Language, Phonological Awareness, Phonics, Fluency, Vocabulary, and Comprehension) using Benchmark Advance for Tier 1 and Tier 2 students. We are also focusing on encoding (spelling) strategies in students' writing.
 - I-Ready Phonics Initiative for selected students continues through Saturday, November 8. These students would be working on 5 or more iReady lessons to close gaps in phonics through mid-grade level of current grade. All other students should continue working on two lessons per week for reading and math.
 - Students continue to work on Accelerated Reader goals each quarter.
 - PMPs will be rolled out electronically this week for students meeting criteria as having a substantial reading and/or math deficiency. These

- students currently receive Tier 1, 2 or 3 instruction in these deficient areas.
- Ms. Orrett reported on information from the district meeting and shared how to use Performance Matters reports to drive instruction.
 - She stated that it is important for students to do the "show what you know" at the beginning of each topic.
 - K-2 are using counters and grades 3-5 using base-10 blocks as manipulatives.
 - Scope and sequence target dates were shared and she emphasized that the assessment window needs to be followed as windows will close and the test will be unavailable.
 - Publix family math night is December 10th. Volunteers are needed representing each grade level. The event will be from 5-6:30 pm.
 - Ms. Koplo and Ms. Zaleta reported for the Science SIP.
 - Ms. Koplo shared what each grade level was working on in science.
 - Hands on activities are being conducted at least every two weeks.
 - Mini trifolds will be used for science projects
 - Class boards will not be used for Science night this year but students will be able to decide on how they would like to present their work.
 - Ms. Benedit reported on writing.
 - Shared what each grade level is working on and how they are trying to relate writing topics to real world scenarios.
 - Fifth grade is working on writing and presenting.
 - Overview of School Improvement Plan (SIP)
 - Professional Learning Communities (PLC)
 - Ms. Fernandez explained that teachers come together once a month on Wednesdays to share and come together to focus on the data and how to implement strategies to increase student growth.
 - FEEDBACK- Ms. Fernandez requested that parents/staff share your input and suggestions for our 2026-2027 school year goals.
 - Parent Jasmine Murias, wanted to know what they could use to help with social media etiquette using online resources.
 - Ms. Fultz Think Ed lessons and digital citizenship lessons/resources that students are exposed to and there are other resources through that as well.
 - Positive Behavior Intervention System (PBIS)
 - Ms. Knapp presented a video which explained what Positive Behavior Intervention Systems (PBIS) is, how it is applied in our school, and the benefits of using this team-based behavior management system.
 - All schools in Broward County follow the PBIS framework, creating a safer and more effective school.
 - She reviewed the ten critical elements and the Tier 1, 2 and 3 supports, school wide expectations and ways students can receive rewards (positive reinforcements).
 - Ms. Knapp reviewed the data and shared that with 604 students, there was a total of 15 referrals. She shared the types of behaviors that have required disciplinary action and the places on campus where they occur.

Safe and Supportive Environment

- Guidance Report - Ms. Fultz

- First grader recognized for Pembroke Pines student of the month
- Shared ReThink Ed topics/lessons by grade level

Effective Communication

- Media Center Report –Ms. Fernandez reported on behalf of Ms. Cepeda
- October in review
 - Hispanic Heritage Month
 - Family Literacy Night
 - Disability Awareness Week
 - 2072 books were checked out
- Next month-“Non Fiction November” and Indigenous People

Principal's Report - Ms. Knapp reported on behalf of Mrs. Wagner

- School Environmental Safety Incident Reporting (SESIR) Data
 - No new data to report
- SAC Funds Update
 - Current balance of the available SAC funds in the school's budget \$ 0
 - Year-to-date expenditures \$ 0
- Other School Updates
 - December 9th Broward schools showcase at Amerant stadium
 - School Choice opens on November 3
 - Encouraged parents to speak out and be heard (re- Walter C. Young)
 - Thanks to PTA for trunk or treat. Wonderful turnout and great community involvement.

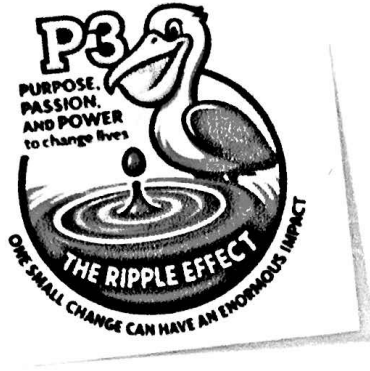
SAF

- Mrs. Fernandez presented Mrs. Suarez, presenting on behalf of Migual Suarez, to begin SAF meeting.
 - Mrs. Suarez discussed student services and how they are broken down into five key areas specializing in different student needs. This includes ESE (exceptional student education), school counseling, coordinated student health services, student services, school culture, student support, and mental health.
 - The discussion continued with College and Career readiness and the BIG push for incorporating and emphasizing college options for students as early as in elementary through programs like Xello.
 - School Choice window opens Monday, November 3, 2025
 - School attendance continues to be a big issue throughout schools since COVID-19.
 - Redefining Schools – any closure of any of our schools in our district has yet to be determined. Meetings are taking place, and the next meeting will be on November 13th and it includes the schools directly in our area. This includes" Feeder patterns." For more information, go to Broward County Schools website under "Redefining Phase 2."

Conclusion of SAC Meeting

- **Questions and/or comments** -none at this time.
- Motion to close the meeting made by Enrique Rodriguez and seconded.
- Our next SAC Meeting will take place on November 18, 2025

Submitted by,
Kimberly Carraha
SAC Secretary
Approval Date: 11/18/2025



PEMBROKE LAKES ELEMENTARY SCHOOL
Media Center
School Advisory Council (SAC)
November 18, 2025 @ 2:15 in the Media Center

Call to Order/Introductions/Attendance

Mrs. Fernandez made a motion calling for the meeting to order at 2:25 p.m. It was moved by Kerri Teramo and seconded by Lori McLaughlin. We had quorum with 10 out of 15 members present. Kimberly Carraha recorded minutes for this meeting.

Approval of Previous Minutes

- **Approval of Minutes from October 2025**
 - Motion to approve the minutes was made by Enrique Rodriguez and seconded by Jasmine Murias.

New Business

- Florida School Recognition Program Award-Presented by Mrs. Freesman
 - \$52,168 awarded. If the funds are allocated to employees there is an 8.87% reduction for fringe benefits. If school votes to not utilize the entire allocation for bonus payments, the school will be entitled to a refund on the 8.87% fringe benefits that were deducted from our total award for non-salaried expenditures.
- Florida School Recognition Program (A+) Proposals and Ballot Creation
 - Mrs. Fernandez opened the table for discussion from the floor
 - Petre-Ann Williams asked if the school social worker and school psychologist were included as "staff".
 - Mrs. Wagner said that it was possible to have them included. She also shared that because they work at several different schools, they could possibly then receive A+ money from more than one school.
 - A motion was made by Lori McLaughlin for proposal 1 to state:

100% of the total money will be divided equally among all 2024-25 full-time PLE staff members on our org unit, including our full-time campus monitors. These employees must have worked one day beyond 50% of their contract calendar. In addition, 33% of the allocated amount per recipient will be allocated to our cafeteria manager. Any leftover A+ Funds will be used for non-recurring expenditures for educational equipment and materials.

- The proposal was seconded by Kari Freesman
The vote in favor of proposal 1 unanimous
Jacqueline Benedit Yes

Kimberly Carraha	Yes
Tania Fernandez	Yes
Kari Freesman	Yes
Silvia Laucirica	Yes
Lori McLaughlin	Yes
Jasmin Murias	Yes
Enrique Rodriguez	Yes
Lorena Seiler	Yes
Kerri Teramo	Yes
Lauren Ziadie	Yes

- Mrs. Fernandez made a motion for proposal 2 to state:
75% of the money will be divided equally among all 2024-25 full-time PLE staff members on our org unit, including our full-time campus monitors. These employees must have worked one day beyond 50% of their contract calendar. In addition, 33% of the allocated amount per recipient will be allocated to our cafeteria manager. The remaining 25% of the money will be allocated to accountability funds. Any leftover A+ Funds will be used for non-recurring expenditures for educational equipment and materials.

- The motion was seconded by Lori McLaughlin
The vote in favor of proposal 2 was unanimous

Jacqueline Bénédict	Yes
Kimberly Carraha	Yes
Tania Fernandez	Yes
Kari Freesman	Yes
Silvia Laucirica	Yes
Lori McLaughlin	Yes
Jasmin Murias	Yes
Enrique Rodriguez	Yes
Lorena Seiler	Yes
Kerri Teramo	Yes
Lauren Ziadie	Yes

- Kari Freesman made a motion to adopt the ballot proposals stated above along with the mandated "none of the above" option. The motion was seconded by Enrique Rodriguez.
- The motion to adopt the ballot was voted upon. The vote in favor of the ballot was unanimous

Jacqueline Bénédict	Yes
Kimberly Carraha	Yes
Tania Fernandez	Yes
Kari Freesman	Yes
Silvia Laucirica	Yes
Lori McLaughlin	Yes
Jasmin Murias	Yes
Enrique Rodriguez	Yes
Lorena Seiler	Yes
Kerri Teramo	Yes
Lauren Ziadie	Yes

Reports

- Chair's Report (Reading, Math, Science, and Writing)
 - Ms. McLaughlin reported for reading.
 - Grade levels are all on Topic 4
 - The Phonics initiative, i-Ready lessons focus on phonological awareness and phonics for those students who need it.
 - It was completed with 45% of students completing their lessons
 - Students who still need to complete lessons will be able to.
 - All other domains will be reopened December 1
 - Parent, Jasmin Murias asked if parents are notified if their student is part of the initiative.
 - Lori responded that yes, teachers notified parents and the lessons will show up in their pathway
 - FAST PM2 after Thanksgiving Break: Grades K-2 ELA 12/3 and Math 12/4, Grades 3-5 ELA 12/10 and 12/11 and Math
 - I-Ready diagnostic 2 will open in January.
 - Mid-year data will be used to drive instruction for the second half of the year.
 - Ms. Orrett reported for Math. She shared the topics discussed at the district meeting which focused on rigorous math instruction (complexity of task, scaffolding, planning etc) and how to teach to the depth of a benchmark.
 - Teachers need to extend the lesson as needed, to include what the students are expected to know, not necessarily just what is in the book.
 - Shared [BCPS Walkthrough Guide :: Curriculum Pathways](#). Website has details for instruction by grade, benchmarks and topic.
 - 90 minutes math instructional plan
 - Explained "derived facts": New math facts that are deduced from other known facts. It's a strategy that builds number sense instead of relying on memorization. They are more useful.
 - Fluency instruction and spiral review should be included in the math block.
 - Reviewed how to compare test items and scores for groupings in Performance Matters. Data is useful for guiding instruction.
 - Publix family math night has been rescheduled to December 3rd. The time remains 5-6:30.
 - Ms. Koplo reported for Science. As in math, teachers need to preview the standards and use supplemental resources/lessons to close any gaps that are not covered in the text.
 - Reported on topics that the grade levels are working on
 - Integrating science with reading
 - Writing presented by Ms. Benedit
 - Reviewed what each grade level was working on.
 - Grade 3 also working on journal writing.
- School Counseling Report- Mrs. Fernandez reported for Ms. Fultz.
 - Students completed Rethink ed lessons on Online Safety
 - Topics completed online by grade level
 - During Anti Bullying week students were engaged in activities that demonstrate and reinforce how to show empathy, responsibility, and respect-helping them to choose kindness and reject bullying.
 - Thanked PTA for support during the awards celebrating over 200 students for being Kids of Character and earning Honor Roll recognition.

- Media Center Report-Ms. Fernandez reported on behalf of Ms. Cepeda
 - It is non-fiction November and Indigenous Peoples' month
 - Number of books checked out so far for the month November: 2,123
 - Ms. Stoltzfus is in first place for number of books checked out.

School Improvement Plan/ Monitoring and Stakeholder Feedback

- Overview of School Improvement Plan (SIP)
 - Early Warning Indicators-Presented by Ms. McLaughlin
 - Interventions have been put in place to improve the academic performance of students
 - Interventions shared being used by grade levels-Benchmark Advanced Phonics word study intervention, Reading Horizons and SIPPS
 - She reviewed the indicators such as enrolment, suspensions, and attendance, students retained etc... All can be viewed on our school SIP plan located on our website.
 - Comprehensive Evidence-Based Reading Plan (CERP)-Presented by Ms. McLaughlin
 - **Section A-Literacy Leadership Team**
 - Meet once per month. Data chats held 2x per year
 - Students identified with substantial reading deficiencies are given interventions first.
 - **Section B-Literacy Coaching-Masters in Reading and expected to assist teachers with strategies to help their students. Provide professional learning opportunities, Analyze data, etc**
 - **Section C-Curriculum Instruction**
 - Address standards, curriculum and instruction
 - Progress monitoring- PMP data available through FOCUS to applicable students.
 - **Section D- Assessment**
 - **Section E-Professional Learning**
 - PLC's, Monthly Team Leader Meetings, Weekly Grade Level Team meetings
 - Multi-Tiered System of Supports (MTSS) Plan- Ms. Fultz was not available to present and will do so at the next meeting.
 - Stakeholder Feedback in Areas of Focus
 - Ms. Fernandez requested feedback from the floor and reminded everyone that it would pertain to next year. There were no questions or comments shared at this time.

School Environmental Safety Incident Reporting (SESIR)

- Ms. Knapp reported that October Incidents had not been updated at this time.

Accountability Funds

- Current balance of the available SAC funds in the school's budget \$ 1,707.00
- Year-to-date expenditures \$ 0

Principal's Report

- Other School Updates and/or announcements
 - Mrs. Wagner wished everyone a happy Thanksgiving and winter break as we would not be meeting again until January.

Next Meeting

- Our next SAC Meeting will take place on January 27, 2026, in the media center.

Adjournment of SAC Meeting

- Questions and/or comments
 - None at this time.
- Motion to close the meeting at 3:11 made by Ms. Fernandez and seconded by Lori McLaughlin

Submitted by,
Kimberly Carraha
SAC Secretary
Approval Date: