



**School Advisory Committee (SAC)**  
**Meeting Agenda**

**Wednesday January 28<sup>th</sup> , 2026 / 2:30 pm**

- I. Call Meeting to Order**
- II. SAC Accountability Funds**  
  
**- \$13,058.93 Available**
- III. SESSIR Report – Dr. Jordan**
- IV. School Improvement Plan**
  - I. PM 2 Data**
- V. Principal's Report**
- VI. New Business**
  - I. ELO Proposal**
- VII. Questions, Comments, or Concerns**
- VIII. Adjournment**

**Our School Motto**  
"Teaming for Success"

**Our School Goal**  
"To Promote Student achievement and celebrate all stakeholders in a safe family-oriented environment"

**Our School Vision**  
"The best is yet to come"



January 28, 2026

Palm Cove Elementary  
ELO Camp Proposal

Extended Learning Camp will be held two days per week and will be staffed by 9 qualified teachers and 1 Camp Facilitator who will work with 3<sup>rd</sup> – 5<sup>th</sup> grade students in small groups to provide personalized attention in ELA, Math, and Science. Each teacher will be compensated at a rate of \$40 per hour, which is in line with standards for after-school programs. The total funding requested will cover the cost of teacher salaries for the duration of the program, ensuring that we can provide quality instruction for the students. We would also like to purchase snacks for ELC students during the weeks of camp.

Here is a breakdown of the requested funding:

- **Number of teachers: 10**
- **Hourly rate per teacher: \$40**

#### **Time Commitment Breakdown**

##### **Teacher Hours**

- **1.25 hours/day × 2 days/week = 2.5 hours/week per teacher**
- **2.5 hours/week × 9 weeks = 22.5 hours per teacher**
- **22.5 hours × 10 teachers = 225 total teacher hours**

##### **Camp Facilitator Hours**

- **2 hours/day × 2 days/week = 4 hours/week**
- **4 hours/week × 9 weeks = 36 total director hours**

##### **Total Program Hours**

- **225 teacher hours**
- **36 director hours**
- **261 total hours**

**Total weekly cost per teacher: \$160**

- **Total cost for 10 teachers per week: \$1,280.00**

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**Palm Cove Elementary**  
"Mission 520: Beyond B to A+ - Attitudes, Actions, and Achievement"  
Vonda L. Oliver, Principal  
Dr. Sheldon Jordan, Assistant Principal



### **Budget Breakdown for Accountability Funds**

Teachers (10)	225 hours	\$8,620
Camp Facilitator (1)	35 hours	\$1,380
\$800 for Camp Snacks		
Total 261 hours \$10,800		

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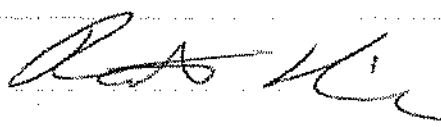


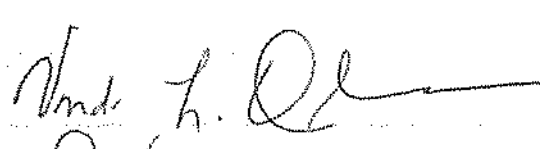
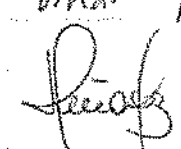
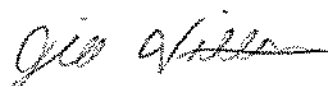
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★ SAC Sign in Sheet for Palm Cove ES (3311)

Date: 1/28/26

Time: 2:30pm

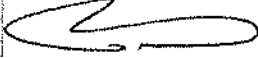




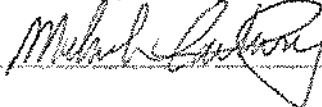
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Bieber, Robert	SAC Chair	<input checked="" type="checkbox"/> Yes	No	
2	Callahan, Patrick	ESE Parent of a student at the school	No	Yes	
3	Correa, Maria	Non-Instructional Support Employees	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> Yes	
4	Drumond, Amanda	Gifted Parent of a student at the school	No	Yes	
5	Heaney, David	SAC Secretary, BTU Steward (or designee)	<input checked="" type="checkbox"/> Yes	No	
6	Lawrence, Latoya	I-Zone Representative (must be a parent)	No	Yes	
7	Oliver, Vonda	Principal	Yes	No	
8	Pena Fernandez, Linet	ESOL Parent of a student at the school	No	<input checked="" type="checkbox"/> Yes	
<del>9</del>	<del>Royal, Elizabeth</del>	<del>SAF Chair (or designee) Parent of a student at the school</del>	<del>No</del>	<del>Yes</del>	
10	Villar, Jill	Community / Business Representatives	No	No	

Date: 1/28/26

Time: 2:30 pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
10	Vincent, Marie	Pre-K (if applicable - parent or certified teacher)	Yes	No	<i>Vincent Marie F.</i>
11	Mincey, Mariah		No	Yes	<i>Mariah Mincey</i>
12	Ramirez, Lindsey		Yes	No	<i>L.Ramirez</i>
13	Vanessa Walker-Paul		No	Yes	

★ SAC Sign in Sheet for Palm Cove ES (3311)

Date: <u>1/28/26</u>		Time: <u>2:30pm</u>			
#	Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Matilde Padilla	Teacher	✓		
2	Jacky Wood	Teacher	✓		
3	Dominique Harmon	Math coach	✓		
4	Lindsey Ramirez	Teacher	✓		
5	Mariah Mincey	Parent		✓	Mariah Mincey
6	Maria Correa	Parent		✓	
7	Melinda Croteau	Teacher	✓		
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**School Advisory Committee (SAC)**

**Meeting Minutes**

**January 28th, 2026**

**2:30 pm**

**I. Call meeting to order-** A meeting of the Palm Cove Elementary School Advisory Council was held at Palm Cove Elementary School on January 28th, 2026. Coach Bieber called the meeting to order at 2:36 pm and it was seconded by Coach Heaney. The Recording Secretary, David Heaney, will record the minutes for this meeting. This meeting is an in-person meeting and Coach Bieber welcomed everyone and introduced everyone in attendance.

**II. SAC Accountability Funds:** The accountability funds have just been released. The total is \$13,058.93

**III.**

**IV. SESSIR Report:** There have currently been zero reports.

**V. SAF Update:** No update.

**VI. Yearly SAC Meeting Dates:**

- February 25<sup>th</sup>, 2026
- March 25<sup>th</sup>, 2026
- April 29<sup>th</sup>, 2026
- May 20<sup>th</sup>, 2026

**VII. New Business/Upcoming Events**

**VIII. School Improvement Plan – Dr. Jordan**

- **Goal #1:** By June 2026, Palm Cove will increase proficiency in English Language Arts to 65%, as evidenced by the FAST Assessment administered to students in grades 3-5. For 2024/2025, ELA proficiency for grades 3-5 was 54%.
- **Goal #2:** By May 2026, Palm Cove will increase proficiency in science to 55%, as evidenced by the Statewide Science Assessment administered in Grade 5. For 2024/2025, Science proficiency was 47%.
- **Dr. Jordan provided an update on PM #2 data. The following data is the scores from 2024/2025 PM#2 compared to 2025/2026 PM #2 data:**

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- **Kindergarten:** ELA: 25% to 48%    Math: 33% to 60%
- **1<sup>st</sup> Grade:** 40% to 47%    Math: 31% to 37%
- **2<sup>nd</sup> Grade:** ELA: 31% to 43%    Math: 27% to 40%
- **3<sup>rd</sup> Grade:** ELA: 33% to 43%    Math: 28% to 34%
- **4<sup>th</sup> Grade:** ELA: 49% to 53%    Math: 20% to 39%
- **5<sup>th</sup> Grade:** ELA: 40% to 43%    Math: 33% to 30%

**IX. Ms. Mincey** was nominated as the new SAF representative. She was nominated by Carolina and seconded by Coach Ramirez. She was also made a voting member.

- **Stakeholders (teachers' parents, and community) were provided an opportunity for input on the School Improvement Plan with Title I Plan (Addendum) but no input from stakeholders was provided.**

○

**X. Principal's Report – Ms. Oliver**

- Spoke about accountability funds.
- We would like to use them for ELO camp and rewards like the game truck and outdoor games to celebrate success.
- Data, data, data!
- Redefining of schools – It is official and we will be merging with Pines Lakes and Lakeside Elementaries. We are going to work extra hard to ensure we are an “A” school when we close.
- Use of funds: \$10,800 ELO funds (approved by vote). \$500 Concession Stand Fund, \$1,758.93 End of Year Celebration funds. This motion was approved by Ms. Pena and seconded by Coach Ramirez.

**XI. Questions, Comments, or Concerns**

- Linet Pena thanked everyone for doing a great job and that we helped her daughter tremendously. She mentioned Coach Bieber and Coach Hasset by name and is sad to see us go.

**XII. Adjournment:** A motion was made by Coach Bieber to adjourn the meeting at 2:56 pm. The motion was seconded by Coach Heaney.

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**XIII. Principal's Report:** Everyone is encouraged to attend the Redefining our School Meeting at Flanagan High School. This meeting will take place on Monday, September 29<sup>th</sup>, 2025, at 6 pm. People are encouraged to wear their Level Up shirts, and they are going to want to hear from parents.

**XIV. Questions, Comments, or Concerns**

- o No questions, comments, or concerns.

**XV. Announcements**

**XVI. Adjournment:** A motion was made by Coach Bieber to adjourn the meeting at 2:49 pm. The motion was seconded and carried by Coach Ramirez.

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