



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

**Wednesday October 29<sup>th</sup> , 2025 | 2:30 pm**

- I. Call Meeting to Order**
- II. Welcome and Introductions**
- III. Accountability Funds – Ms. Oliver**
- IV. SESSIR Report – Dr. Jordan**
- V. School Improvement Plan – Dr. Jordan**
  - A. Goal #1:** By June 2026, the percentage of students in grades 3-5 scoring proficient in ELA will increase from 54% (as measured by the 2024-2025 PM3 FAST) to 60%, as evidenced by the 2025-2026 PM3 FAST results.
  - B. Goal #2:** By June 2026, the percentage of students proficient in science will increase from 47% to 55% as evidenced by the 2025-2026 5th Grade State Science Assessment.
  - C. Plan for Goal Achievement**
    - a. Extending planning in the morning
    - b. Content Specific Professional Learning Communities
    - c. 5<sup>th</sup> Grade Departmentalization
      - 1. Coach Forbes – ELA
      - 2. Coach Persaud – Math/Science
    - d. Small group push-in and push-out with administration and support staff.
    - e. Tutoring after school pending funding
    - f. Intentional scheduling for instructional time

*Questions/suggestions from parents*

- VI. New Business/Upcoming Events**
  - A.** Storybook Parade- Friday, October 31<sup>st</sup> at 9:00 a.m.
  - B.** Texas Roadhouse Family Night, Friday, November 14<sup>th</sup> (Tentative)
  - C.** Future Meetings available via Teams
- VII. Principal’s Report**
- VIII. Questions, Comments, or Concerns**
- IX. 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”

## ☆ SAC Sign in Sheet for Palm Cove ES (3311)

Date: 10/29/25Time: 2:36pm.

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Bieber, Robert	SAC Chair	<input checked="" type="radio"/> 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="radio"/> Yes	<input checked="" type="radio"/> 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="radio"/> Yes	No	
6	Lawrence, Latoya	I-Zone Representative (must be a parent)	No	Yes	
7	Oliver, Vonda	Principal	<input checked="" type="radio"/> Yes	No	
8	Pena Fernandez, Linet	ESOL Parent of a student at the school	No	<input checked="" type="radio"/> Yes	
9	Royal, Elizabeth	SAF Chair (or designee) Parent of a student at the school	No	<input checked="" type="radio"/> Yes	
10	Villar, Jill	Community / Business Representatives	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	

Date: 10/29/25

Time: 2:36 pm.

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
11	Vincent, Marie	Pre-K (if applicable - parent or certified teacher)	Yes	No	

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

Date: 10/29/2025

Time: 2:36pm

#	Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Sheldon Jordan		✓		<i>Sheldon Jordan</i>
2	Suzanne Schweitzer	Media specialist	✓		<i>Suzanne Schweitzer</i>
3	Mehuda Cantunoff	ESE Specialist	✓		<i>Mehuda Cantunoff</i>
4	Matilde Padilla	Teacher	✓		<i>Matilde Padilla</i>
5	Mariah Mincey	Mother		Mason Johnson	<i>Mariah Mincey</i>
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## **School Advisory Committee (SAC)**

### **Meeting Minutes**

**October 29th, 2025**

**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 October 29th, 2025. 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.
- II. SAC Accountability Funds:** Discussion of available funds unavailable – the funds have not been released yet so we do not know the amount.
- III. SESSIR Report:** There have currently been zero reports.
- IV. SAF Update:** No update. Ms. Royal was present at the meeting.
- V. Yearly SAC Meeting Dates:**
- November 19<sup>th</sup>, 2025
  - January 28<sup>th</sup>, 2026
  - February 25<sup>th</sup>, 2026
  - March 25<sup>th</sup>, 2026
  - April 29<sup>th</sup>, 2026
  - May 20<sup>th</sup>, 2026
- VI. New Business/Upcoming Events**
- Our Palm Cove Storybook Parade will be held on Friday, October 31<sup>st</sup> at 9:00 am. Scholars will dress up as a character from a book they will have with them.
  - Our Palm Cove Fall dance will be held in the afternoon. Kindergarten through 2<sup>nd</sup> grade will have their dance from 12:00 pm – 1:00 pm. Third through Fifth grade will have their dance from 1:00 pm – 2:00 pm. The cost of the dance is \$2, and snack packs are available for \$2 each.
  - Future SAC meetings will be available on TEAMS. A QR code will be sent that will have the link to join the meeting.
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- VII. School Improvement Plan – Dr. Jordan**

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- **Goal #1:** By June 2026, the percentage of students in grades 3-5 scoring proficient in ELA will increase from 54% (as measured by the 2024-2025 PM3 FAST) to 60%, as evidenced by the 2025-2026 PM 3 FAST results.
- **Goal #2:** By June 2026, the percentage of students proficient in science will increase from 47% to 55% as evidenced by the 2025-2026 5<sup>th</sup> grade state science assessment.
- **Plan for Goal Achievement:** grade levels will have one extra day a week of extended planning time in the morning. We have a PLC change. ELA and Math teachers will have separate PLCs to see the subject progression throughout the grade levels. 5<sup>th</sup> grade is departmentalizing with Coach Forbes teaching ELA and Coach Persaud teaching math and science. The high achieving class teachers will take the same PLCs. There is small group of pushouts with administration and support staff. There will be after school tutoring, pending funding and intentional scheduling for instructional time. Most of our scores are above district level and are trending upwards.
- **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.**

○  
**VIII. Principal's Report – Ms. Oliver**

- Spoke about accountability funds.
- We would like to use them for ELO camp and rewards like the game truck.

**IX. Questions, Comments, or Concerns**

- Would we be able to send out a message to parents on Class Dojo regarding the repurposing of Palm Cove and Pines Lakes.

**X. Adjournment:** A motion was made by Coach Bieber to adjourn the meeting at 3:01 pm. The motion was seconded by David Heaney.

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