

Sunset Lakes Elementary School Advisory Council (SAC) Meeting

Date	Location	Time
April 22, 2026	Room 132	2:15 PM

Meeting Called By: Kaitlyn Docekal
 Type of Meeting: Regular Monthly Meeting- Joint SAC/SAF Meeting
 Facilitators: Kaitlyn Docekal & Jennifer Alberti & Catalina Leon-Schmid & Don Gilbert

Agenda Topics






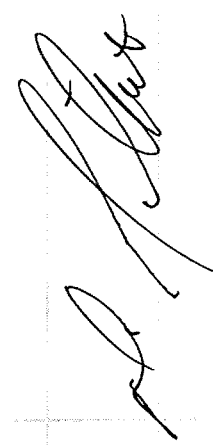
Welcome & Introductions	Ms. Docekal
Approval of Minutes SAC (March)	Ms. Alberti
Approval of Minutes SAF (March)	Catalina Leon-Schmid
Principal's Report	Mrs. Goulette
SESIR- https://www.browardschools.com/Page/38107	Ms. Docekal
Info/Update from South Area Advisory Council	Catalina Leon-Schmid
School Improvement Plan Monitoring and Stakeholder Feedback	Ms. Docekal
PTSA Update & Other Volunteer News	Catalina Leon-Schmid
Accountability Funds- \$1,851.94	Ms. Alberti
Adjournment	Ms. Docekal

Next SAC/SAF Meeting:
May 27, 2026





★ SAC Sign in Sheet for Sunset Lakes ES (3661)

Date: 4/22/26 Time: 2:15pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Alberti, Jennifer	SAC Co-Chair	Yes	No	
2	Carter Remy, Beverly	ESE Parent of a student at the school	No	Yes	
3	Cotto-Perez, Lauren	Parent	No	Yes	
4	DeFrance, Brenna	BTU Steward (or designee)	Yes	No	
5	Docekal, Kaitlyn	SAC Co-Chair	Yes	No	
6	Fernandez-Siman, Cristina	Community / Business Representatives	No	No	
7	Francois, Alyssa	Teacher	Yes	Yes	
8	Friedman, Francine	Pre-K (if applicable - parent or certified teacher)	Yes	No	
9	Gilbert, Don	I-Zone Representative (must be a parent)	No	<input checked="" type="radio"/> Yes	
10	Goulette, Janice	Principal	Yes	Yes	
11	Hurst, Aixa	Non-Instructional Support Employees	Yes	No	
12	LeMay, Gisell	Parent	No	Yes	

Date: 4/22/20

Time: 2:15pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
13	Leon-Schmid, Catalina	SAF Chair (or designee) Parent of a student at the school	No	Yes	
14	Pacheco, Peggy	ESOL Parent of a student at the school, SAC Secretary	No	Yes	
15	Robis, Jovanne	Parent	No	Yes	
16	Utsman, Kristin	Gifted Parent of a student at the school	No	Yes	
17	Weaver, Rachel	Parent	No	Yes	
18	Williams, Carine	Parent	No	Yes	

★ SAC Sign in Sheet for Sunset Lakes ES (3661)

Date: 4/22/26









Time: 2:15PM

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Alicia Aguilar	yes	NO	-	Alicia Aguilar
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Sunset Lakes SAF Meeting SIGN - IN

4/22/2026

Immediately after the SAC Meeting
Catalina Leon-Schmid (SAF Chair)

	<u>Print Name</u>	<u>Signature</u>	<u>Position</u>	<u>Phone</u>	<u>Email</u>
1	Janice Crosby Goulette		Principal	754-323-7650	
2	Alicia Aguilar		Assistant Principal	754-323-7650	
3	Catalina Leon-Schmid		SAF Chair	954-289-7461	CatalinaLeonSchmid@gmail.com
4	Don Gilbert		SAF Co-Chair	786-247-6162	
5	Jennifer Alberti		SAC Co-Chair		
6	Kaitlyn Docekal		SAC Co-Chair		
7	Peggy Packard		Parent	954-825-6966	lourdes.ark@pepco.com
8	Beverly Cartledge		Parent	954-206-331-2222	bremy01@gmail.com
9	Alyssa Francis		Teacher	321-501-6844	
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Sunset Lakes Elementary School
SAC/SAF Joint Meeting Minutes - April 22, 2026

Attendance:

Kaitlyn Docekal
Jennifer Alberti
Alyssa Francois
Don Gilbert
Catalina Leon-
Schmid
Peggy Pacheco
Beverly Carter-Remy
Brenna DeFrance
Alicia Aguilar

Call to Order:

A meeting of the ___Sunset Lakes Elementary School Advisory Council was held in Room 132 on April 22, 2026. Co-Chair Kaitlyn Docekal called the meeting to order at 2:18 PM. Peggy Pacheco will record minutes for this meeting.

Minutes (SAC):

The SAC March minutes were not approved since we did not meet quorum this meeting.

Minutes (SAF):

The SAF March minutes were approved by Peggy Pacheco and seconded by Brenna DeFrance.

Principal's Report- Alicia Aguilar

1. Muffins for Moms was a great success. Both events we had this year for moms and dads were very successful. We are brainstorming ideas for next year on how to improve these events.
2. Heart Challenge was great this year. The students had a great time with this fundraiser event.
3. Teacher Appreciation Week is next week. We look forward to celebrating with all the teachers.
4. Volunteer Breakfast is tomorrow. We appreciate all the volunteers that help support SLE.
5. Academic camps are ending. The students enjoyed attending camps and we hope to see some great gains in PM3 from these camps.
6. We have been utilizing the prize carts. This has been a great incentive for students to remain motivated.

SESIR Report – <https://www.browardschools.com/Page/38107> -Kaitlyn Docekal

1. SESIR Reports are available at the website above and is public record.
2. The report keeps record of incidents in the school throughout the year. The report is updated once an incident is reported and will stay on the report during the entire school year.
3. Currently there has been one incident for our school SESIR Report for the 2025-2026 school year.

Info/Update from South Area Advisory Council- Catalina Schmid-Leon

1. Xello is an application that is used on Clever to help students develop their career paths.
2. Xello is a great way for career planning for all students. The application exposes them to various career tracks and jobs they may find interesting.
3. Meta glasses are not permitted during testing.
4. Redefining our schools is having another phase on May 12. The district is projecting a 10,000-student deficit for next school year across the district.

Sunset Lakes Elementary School
SAC/SAF Joint Meeting Minutes - April 22, 2026

School Improvement Plan Monitoring and Stakeholder Feedback– Kaitlyn Docekal

1. Our academic camps are starting to wrap up. Students enjoyed going to their camps.
2. Students have been participating in crunch time remediation plans to meet students' needs.
3. Small groups are targeted for student needs and learning gaps.
4. Overall, we are hoping for successful PM3 test administration for all students.
5. The feedback from one of the SAC Composition members was if our preliminary data has shown increases in all the supports, we have put into place. We stated that as we have tracked data, we have seen improvements from the support that have been put into place.

PTSA Update & Other Volunteer News- Catalina Schmid-Leon

1. Volunteer Breakfast is tomorrow. We hope to see all the amazing volunteers come out and enjoy breakfast.

Accountability Funds – Jennifer Alberti

1. Accountability Funds total \$1,851.94
 - a. SAC voted unanimously at the January SAC meeting for accountability funds to be able to fund our afterschool camps.

Next Meeting Date & Time:

The next meeting will be held on May 27, 2026 at 2:15 PM in the Room 132

Meeting Adjournment:

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:48PM. Motion carried unanimously.
Submitted by, Peggy Pacheco Approval Date: DRAFT

Sunset Lakes Elementary School
SAC Minutes - March 25, 2026

Attendance:

Jennifer Alberti
Kaitlyn Docekal
Brenna DeFrance
Don Gilbert
Peggy Pacheco
Janice Goulette
Aixa Hurst
Francine Friedman
Alyssa Francois
Catalina Leon-Schmid
Alicia Aguilar

Call to Order: Kaitlyn Docekal

A meeting of the Sunset Lakes Elementary School Advisory Council was held in Room 132 on March 25, 2026.

Co- Chair Jennifer Alberti called the meeting to order at 2:20pm. Peggy Pacheco will record minutes for this meeting.

Minutes: Jennifer Alberti

Approving of February SAC Meeting minutes: Motion to approve by Peggy Pacheco. Second by Don Gilbert.

New Business:

Accountability Funds – Jennifer Alberti

1. Accountability Funds total \$2,177.94
 - a. \$2,177.94 reflects the current amount of accountability funds for this school year.
 - b. Academic camps were voted on during the January SAC Meeting to use these funds to be able to provide the academic camps this school year.

SESIR Report – <https://www.browardschools.com/Page/38107> -Kaitlyn Docekal

1. SESIR Reports are available at the website above and are public recorded.
2. The report keeps record of incidents in school throughout the year. The report is updated once an incident is reported and will stay on the report during the entire school year.
3. Currently there has been one incident for our school SESIR Report for the 2025-26 school year.

School Improvement Plan Monitoring and Stakeholder Feedback- Kaitlyn Docekal

1. Academic Camps have been going strong. Students are enjoying attending
2. Administration and support staff have continued to work alongside teachers to provide support with remediation and small group instruction within the classroom to make a big push before PM3.
3. Currently, we are in the Cognia Survey Window. This survey provides valuable feedback from stakeholders on SLE.
4. We encourage all stakeholders to complete the survey.
5. Stakeholders brainstormed ideas on how to get more parents to participate in the parent survey since that percentage is always the most challenging one to get.

Principal's Report- Janice Goulette

1. MOY Science Scores for Part 2 have been released. We are currently at 41% proficiency when last year at this time we were at 49%. We have been providing remediation support in place to ensure our science scores remain strong.
2. We have been monitoring students' progress and have been rewarding them with prizes which have had a positive outcome.
3. Projection for next school year is currently at 511 compared to last year at 517. Currently, there is not a significant decrease in enrollment.

Sunset Lakes Elementary School

SAC Minutes - March 25, 2026

4. We have had an increase in school tours and most of the tours have registered, which is positive news.
5. This week teachers and staff engaged in CoPilot and AI training to get them more comfortable with the new technology.

Next Meeting Date & Time:

The next meeting will be held on April 22, 2026, in Room 132.

Meeting Adjournment:

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:27 PM. Motion carried unanimously.

Submitted by, Peggy Pacheco Approval Date: DRAFT

Sunset Lakes Elementary School

SAF Minutes - March 25, 2026

Attendance:

Jennifer Alberti
Kaitlyn Docekal
Brenna DeFrance
Don Gilbert
Peggy Pacheco
Janice Goulette
Aixa Hurst
Francine Friedman
Alyssa Francois
Catalina Leon-Schmid
Alicia Aguilar

Call to Order:

A meeting of the Sunset Lakes Elementary School Advisory Forum was held in Room 132 on March 25, 2026. Co-Chair Catalina Leon-Schmid called the meeting to order at 2:28 PM. Peggy Pacheco will record minutes for this meeting.

Minutes:

Approval of minutes from previous minutes:

Motion to approve February SAF Meeting minutes were made by Peggy Pacheco and 2nd by Francine Friedman.

Information/Updates from the South Advisory Council Meeting:

South Area Advisory Meeting March 11, 2025

The meeting was held on March 11, for South Area.

Regional Office Support Presentation

1. Dr. Angela Fulton- Deputy Superintendent of BCPS, provided a presentation on how to better provide support to schools in the North, Central, and South Regions.
2. Currently, there are 66 North, 75 South, and 20 STO Regional offices.
3. Currently, there are 4 Principal Supervisors in the South Region since there are 18 schools per person.
4. The Principal Supervisors provide support for the school and region.
5. Dr. Fulton emphasized that parents should be educated on all the services that are available within BCPS.
6. BCPS became the First Cambridge district this school year.

Federal Program Department (Title 1)

1. Available for K-8 services such as tutoring, training, and support for staffing positions. Students and parents should be engaged within the SIP plans and ensure that funding is available for students within Title 1 schools.

New Business

1. There is no new business at this time.

PTSA Update & Other Volunteer News:

1. Read A Thon begins 4/1
2. Autism Awareness Month will be celebrated all of April.

Sunset Lakes Elementary School

SAF Minutes - March 25, 2026

Open Agenda – None at this time

Next Meeting Date & Time:

The next meeting will be held on April 22, 2026, in Room 132

Meeting Adjournment:

Motion: Catalina Leon-Schmid motioned to adjourn the meeting at 2:40 PM. Motion carried unanimously.

Submitted by,

Peggy Pacheco, SAC/SAF Recording Secretary Approval Date: 4/22/26