

Sunset Lakes Elementary School Advisory Council (SAC) Meeting

Date	Location	Time
May 20, 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, April)	Ms. Alberti
Approval of Minutes SAF (April)	Catalina Leon-Schmid
26-27 Budget Review	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
Principal's Report	Mrs. Goulette
Accountability Funds- \$931.94	Ms. Alberti
Adjournment	Ms. Docekal

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

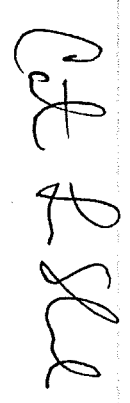
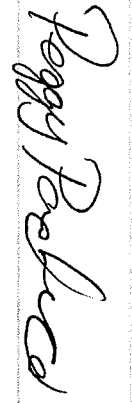
Date: 5/20/26

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	<i>Beverly Carter-Laney</i>
3	Cotto-Perez, Lauren	Parent	No	Yes	
4	DeFrance, Brenna	BTU Steward (or designee)	Yes	No	<i>Brenna DeFrance</i>
5	Docekal, Kaitlyn	SAC Co-Chair	Yes	No	
6	Fernandez-Siman, Cristina	Community / Business Representatives	No	No	
7	Francois, Alyssa	Teacher	Yes	Yes	<i>Alyssa Francois</i>
8	Friedman, Francine	Pre-K (if applicable - parent or certified teacher)	Yes	No	
9	Gilbert, Don	I-Zone Representative (must be a parent)	No	Yes	
10	Goulette, Janice	Principal	Yes	Yes	<i>Janice Goulette</i>
11	Hurst, Aixa	Non-Instructional Support Employees	Yes	No	
12	LeMay, Gisell	Parent	No	Yes	

Date: 5/20/26

Time: 2:15 PM

#	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	Utzman, 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: 5/20/26

Time: 2:15pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	<i>Beverly Carter Jony</i>		X		<i>Beverly Carter Jony</i>
2					
3					
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Sunset Lakes SAF Meeting SIGN - IN

5/20/26

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

	Print Name	Signature	Position	Phone	Email
1	Janice Crosby Goullete		Principal	754-323-7650	
2	Alicia Aguilar		Assistant Principal	754-323-7650	
3	Catalina Leon-Schmid		SAF Chair	954-289-7461	
4	Don Gilbert		SAF Co-Chair	786-247-6162	
5	Jennifer Alberti		SAC Co-Chair		
6	Kaitlyn Docekal		SAC Co-Chair		
7	Beverly Carter Young			206-331-2323	
8	Breanna DeFrance		ASO coach		
9	Alysa Francois		Teacher		
10	DeeDee Pacheco		Parent	954 829 676	
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Sunset Lakes Elementary School
SAC/SAF Joint Meeting Minutes - May 20, 2026

Attendance:

Kaitlyn Docekal
Alyssa Francois
Don Gilbert
Catalina Leon-
Schmid
Peggy Pacheco
Beverly Carter-Remy
Brenna DeFrance
Janice Goulette

Call to Order:

A meeting of the ___Sunset Lakes Elementary School Advisory Council was held in Room 132 on May 20, 2026. Co-Chair Kaitlyn Docekal called the meeting to order at 2:17 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.
The SAC/SAF Joint minutes for April were not approved since we did not meet quorum this meeting.

Minutes (SAF):

The SAC/SAF Joint minutes for April were not approved since we did not meet quorum this meeting.

26-27 Budget Review – Janice Goulette

1. The budget for the 26-27 school year is based on 511 projected students.
2. In this presentation we are referring to positions not people.
3. Special Programs will receive a change in PreK. PreKB-1 and PreKC-1 will decrease from two to one class in the 26-27 school year.
4. Due to the change with the PreK classes that decreased a paraprofessional position and a behavioral technician.
5. The budget always can adjust and change as needed and we have to keep in mind that these are just projections of the budget.

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. Child's Services Council of Broward County provides services for families.
2. These programs often provide and put an emphasis on the swim program for the summer. It is all funded by the taxes that are paid by the community members in Broward County to be able to fund various services.
3. \$20 million was invested in afterschool care programs for all grade levels.
4. The water safety lessons provided are valuable due to the fact that families can use these services for their families.
5. In July, they organize an event for families in need to be able to get school supplies.

Sunset Lakes Elementary School
SAC/SAF Joint Meeting Minutes - May 20, 2026

School Improvement Plan Monitoring and Stakeholder Feedback– Kaitlyn Docekal

1. We had a successful 25-26 PM3 Test Administration.
2. As of now, it looks like we are keeping our A.
3. The proficiency data for Grades 3-5: Reading: 69%, Math: 68%, and Science: 57%.
4. The proficiency data for Grades K-2: Reading: 68% and Math: 72%.
5. The stakeholders shared that they felt their children grew a lot this year and the hard work of the teachers really shined through.

PTSA Update & Other Volunteer News- Catalina Schmid-Leon

1. 5th Grade EOY Activities are starting soon!
2. We are very excited to have all the EOY activities right around the corner.

Principal's Report- Janice Goulette

1. There were some struggles this year in 3rd Grade academically.
2. The changes in 5th grade this year also caused some hardships with testing scores.
3. These two grade levels did play a huge role in our data this school year for various reasons.
4. We have the Spring Concert coming up on Thursday night which brings lots of families out.
5. 5th Grade is going to start their EOY activities, and we are so excited for them!

Accountability Funds – Kaitlyn Docekal

1. Accountability Funds total \$931.94
 - 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 during the 26-27 school year.

Meeting Adjournment:

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:46PM. 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

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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
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

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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