



Sunset Lakes SAF Meeting Agenda

September 24, 2025

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

I. Call to Order

II. Approval of the Agenda & Review Last Meeting's Minutes

III. Information/Update from the South Area Advisory Council (SAAC)

a. Review South Area Advisory Meeting Sept 17th 2025

- District/ School Website Updates
- BCPS Cares
- Reminder - Free/reduced meal applications
- Policy 4900
- Redefining our schools

IV. New Business - Still looking for a SAF Co-Chair

V. PTSA Update & Other Volunteer news

VI. Adjournment

**Register to receive meeting notices and notes

South Area Advisory web <http://southareaadvisory1.ch2v.com/>
Broward District Advisory web: www.browardadvisory.org

Sunset Lakes SAF Meeting SIGN - IN

9/24/2025

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	catalinleon@hotmail.com
4 Johanna Moas		Business Rep	786-3684139	JGMoas@gmail.com
5 Jennifer Alberti		SAC Co-Chair		
6 Kaitlyn Docekal		SAC Co-Chair		
7 Robis, Jovane			504-813-8187	jrobis87@gmail.com
8 Rachel Weaver				
9 Dan Williams			766-247-6112	danwilliams@gmail.com
10 Brenna De'vane		ASA coach		
11 Alyssa Francis				
12 Odine Williams		Parent		
13 Regoy Pacheco		Parent	95	
14 Francine Frelua		PR teacher		
15 LARRY ANDERSON		Parent		
16 Beverly Carter Perry		Parent		
17 ANXA HAYST		officemanager		
18				
19				

Sunset Lakes Elementary School
SAF Minutes - September 24, 2025.

Attendance:

Jennifer Alberti
Kaitlyn Docekal
Brenna DeFrance
Don Gilbert
Catalina Leon-Schmid
Peggy Pacheco
Janice Goulette
Beverly Carter Remy
Lauren Cotto Perez
Alyssa Francois
Francine Friedman
Aixa Hurst
Jovanne Robis
Rachel Weaver
Carine Williams

Call to Order:

A meeting of the Sunset Lakes Elementary School Advisory Forum was held in Room 132 on September 24, 2025. Chair Catalina Leon Schmid called the meeting to order at 2:32 PM. Peggy Pacheco will record minutes for this meeting.

Minutes:

Approval of minutes from previous minutes:

Motion to approve May SAC/SAF Joint Meeting minutes was made by Peggy Pacheco and 2nd by Brenna DeFrance.

Information/Updates from the South Advisory Council Meeting:

September 17th South Area Advisory Meeting:

1. The meeting was held on September 17th, 2025, for South Area.

District/School Website Information

1. Schools have a new freshly designed website. The redesigned websites are easier to navigate.
2. After reviewing data, it has been shown that there has been higher traffic on school's websites due to the newly designed websites.

BCPS Cares

1. This is a new process that Broward Schools has come up with to better manage parent concerns.
2. This program does not eliminate parents who are still going to their child's school when they have concerns and are still able to speak with their child's school administrator if they have concerns.

Free and Reduced Meal Applications

1. It is important to apply for Free and Reduced Meal Applications since now students must pay for lunch. It has been encouraged for all students to fill out an application.

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Policy 4900

1. This is a new ESE policy that allows audio and visual recordings to occur in self-contained rooms. There will be installation of cameras in the classroom for parents only if the entire classroom parents/guardians sign off and approve it.

Redefining our Schools

1. The meeting will be taking place on 9/29/25 for our school. It is important for everyone to participate and be involved, so we as a community can have say in what is going to be done on our school campus.
2. It was brought up that the surrounding communities will let their HOA know of the meeting, so if any community members from the neighborhood would like to attend, they are able to do so.

SAF By-Laws

1. SAF By-Laws were reviewed. Everyone agrees to keep the By-Laws the same as last year. No new changes were made to the Sunset Lakes Elementary School SAF By-Laws for the 25-26 school year.

New Business- SAF Co-Chair

1. Don Giblert will be taking on the role of SAF Co-Chair for the 25-26 school year.

PTSA Update & Other Volunteer News:

1. We will be having our Color Rush event this Friday.
2. The Marquee was successful after years of PTSA's hard work and dedication we were finally able to complete it!
3. There are lots of upcoming events such as the Trunk or Treat! The monsters for candy will start coming out soon and candy donations will start taking place.

Open Agenda – None at this time

Next Meeting Date & Time:

The next meeting will be held on October 22, 2025 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: DRAFT

Sunset Lakes Elementary School
SAC/SAF Joint Meeting Minutes - May 16, 2025

Attendance:

Kaitlyn Docekal
Janice Goulette
Jennifer Alberti
Alyssa Francois
Don Gilbert
Aixa Hurst
Catalina Leon-
Schmid
Peggy Pacheco
Miranda Randle
Brenna DeFrance
Carine Williams
Amanda Bacchus
Francine Friedman

Call to Order:

A meeting of the ___Sunset Lakes Elementary School Advisory Council was held in Room 132 on May 16, 2025. Co-Chair Kaitlyn Docekal called the meeting to order at 2:22 PM. Peggy Pacheco will record minutes for this meeting.

Minutes (SAC):

The SAC April minutes were approved by Brenna DeFrance and seconded by Miranda Randle.

Minutes (SAF):

The SAF April minutes were approved by Brenna DeFrance and seconded by Miranda Randle.

25-26 Budget Presentation- Janice Goulette

1. The Sunset Lakes Budget Presentation consisted of talking about positions rather than people. There could always be an increase or decrease in the budget depending on student enrollment for the next school year.
2. Administration made sure students were at the forefront of every decision and kept their success in mind when having to make important budget decisions.
3. The budget is being projected off 517 students for the 25-26 school year.
4. As for classroom positions, we will have 23 classroom teachers with an elimination of Art Specials.
5. Sunset Lakes will decrease to only 1 VPK class.
6. Based on test scores, we anticipate making our A and receiving our A+ Funds for next school year.
7. The budget is always subject to change based on enrollment.
8. Currently, we are only talking about positions and not people. Staff will be moved to other positions based on qualifications.

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 have been zero incidents for our school SESIR Report for the 2024-25 school year.

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

Sunset Lakes Elementary School
SAC/SAF Joint Meeting Minutes - May 16, 2025

1. At this time, there is no new information to report since the South Area Advisory Council does not meet until next week.
2. Communications will be sent out with updated information.

School Improvement Plan- Update– Kaitlyn Docekal

1. Currently on target to meet SIP goals for this school year.
2. Test scores have come back strong so far. Admin and support staff are working on calculating out proficiency and ensuring all students are successful.

PTSA Update & Other Volunteer News- Catalina Schmid-Leon

1. We have a lot of end of year activities coming up that we are excited for.
2. So many students have done such a great job and will have their parties/rewards.

Principal's Report- Janice Goulette

1. STAR and FAST scores are looking positive with great learning gains and proficiency.
2. Overall grade level proficiency looks strong school wide.
3. Teachers have worked so hard this year to get us to our goals.
4. Academic camps have played a huge role in the success of our school scores.

Accountability Funds – Jennifer Alberti

1. Accountability Funds total \$0
 - a. SAC voted unanimously at the January SAC meeting for accountability funds to be able to fund our afterschool camps.
 - b. At this time, our balance will remain at \$0.

Next Meeting Date & Time:

The next meeting will be held on September 24, 2025 at 2:15 PM in the Room 132

Meeting Adjournment:

Motion: Kaitlyn Docekal motioned to adjourn the meeting at 2:53PM. Motion carried unanimously.
Submitted by, Peggy Pacheco Approval Date: 9/24/2025