

Sunset Lakes Elementary School Advisory Council (SAC) Meeting

Date	Location	Time
September 23, 2026	Room 132	2:15 PM

Meeting Called By: Kaitlyn Isenberg
 Type of Meeting: Regular Monthly Meeting
 Facilitators: Kaitlyn Isenberg & Jennifer Alberti

Agenda Topics

Welcome & Introductions	Ms. Isenberg
Approval of Minutes SAC (March, April, May)	Ms. Alberti
Accountability Funds- \$0	Ms. Alberti
SESIR- https://www.browardschools.com/Page/38107	Ms. Isenberg
SAC Chairs/ByLaws	Ms. Alberti
SAC Composition Report/Roll Call to Establish Quorum	Ms. Alberti
SAC Video	Ms. Isenberg
School Improvement Plan- School Grade Presentation	Ms. Isenberg
Redefining our Schools Update	Ms. Goulette
Principal's Report	Mrs. Goulette
Adjournment	Ms. Isenberg

SAC Meeting is the first half hour and SAF is held immediately following SAC.

October 29, 2026
 November 18, 2026
 January 27, 2027
 February 24, 2027
 March 17, 2027
 April 28, 2027
 May 26, 2027



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

Date: 9/23/2024 Time: 2:15pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Alberti, Jennifer	SAC Co-Chair, BTU Steward (or designee)	Yes	No	
2	DeFrance, Brenna	Teacher	Yes	No	
3	Fernandez-Siman, Cristina	Community / Business Representatives	No	No	
4	Friedman, Francine	Pre-K (if applicable - parent or certified teacher)	Yes	No	
5	Gallegos, Dante	ESOL Parent of a student at the school	No	Yes	
6	Gilbert, Don	SAF Chair (or designee) Parent of a student at the school, I- Zone Representative (must be a parent)	No	☒ Yes	
7	Goulette, Janice	Principal	Yes	Yes	
8	Hurst, Aixa	Non-Instructional Support Employees	Yes	No	
9	Isenberg, Kaitlyn	SAC Co-Chair	Yes	No	
10	Leon-Schmid, Catalina	SAF Chair (or designee) Parent of a student at the school, SAC Secretary	No	Yes	

Date: 9/23/24Time: 2:15pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
11	Thornton, Jennifer	ESE Parent of a student at the school	No	Yes	
12	Utsman, Kristin	Gifted Parent of a student at the school	No	Yes	
13	Williams, Carine	Parent	No	Yes	

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

Date: 9/23/26

Time: 2:15pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Peggy Pacheco				Peggy Pacheco
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Sunset Lakes Elementary School
SAC Minutes - September 23, 2026.

Attendance:

Jennifer Alberti
Kaitlyn Isenberg
Brenna DeFrance
Don Gilbert
Peggy Pacheco
Janice Goulette
Francine Friedman
Brenna DeFrance
Dante Gallegos
Jennifer Thornton
Genny Desvergunat

Call to Order: Kaitlyn Isenberg

A meeting of the Sunset Lakes Elementary School Advisory Council was held in Room 132 on September 23, 2026.

Co- Chair Jennifer Alberti called the meeting to order at 2:17pm. Brenna DeFrance will record minutes for this meeting.

Minutes: Jennifer Alberti

Approving of May SAC Meeting minutes from March, April, May 2026: Motion to approve by Janice Goulette. Second by Francine Friedman.

New Business:

Accountability Funds – Jennifer Alberti

1. Accountability Funds total \$0
 - a. \$0 reflects the current amount of accountability funds for this school year.

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

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 2026-27 school year.

SAC Chairs/By Laws -Jennifer Alberti

1. SAC Chairs, Kaitlyn Isenberg and Jennifer Alberti will remain as co-chairs for the 2026-2027 school year.
2. SAC Committee approved the SAC By-Laws for the 2026-2027 school year.

SAC Composition Report/Rolls to

Establish Quorum – Jennifer Alberti

1. SAC Composition Report has been updated for the 26-27 school year. An introduction around the room occurred so that new members can meet everyone on the committee.
2. Jennifer Alberti explained the purpose of SAC and what roles everyone serves as being part of our SAC Composition report.
3. Roll to Establish Quorum was completed, and Quorum was met.

SAC Video – Kaitlyn Isenberg

1. This video was to inform parents and stakeholders on how school grades were calculated for the 25-26 school year. Stakeholders shared their feedback on their knowledge of school grades.

Sunset Lakes Elementary School
SAC Minutes - September 23, 2026.

School Improvement Plan-School Grade Presentation– Kaitlyn Isenberg

1. We watched the SAC video given by the district that explains how schools receive their finalized school grade.
2. We reviewed the reasons our school grade dropped to a B and discussed the interventions we have implemented to improve our school grade for the 2026–2027 school year. These interventions include identifying students who needed additional support at the end of the previous school year and providing targeted support beginning in the second week of the new school year.
3. School data for FAST PM1 and STAR PM1 was shared with SAC in relation to our SIP Goals.
4. Stakeholders had questions on why certain grade levels data in both ELA and Math and what supports we had in place to correct decline.

Redefining Our Schools Upatate- Janice Goulette

1. Currently seeking community input regarding this matter.
2. The proposal is K-8 Sunset Lakes and K-8 Glades Middle School.
3. Stay tuned for further information regarding the Redefining Schools.

Principal's Report- Janice Goulette

1. Redefining schools meeting will take place on October 7th at 2:15 pm at Sunset Lakes, hosted by Rebecca Thompson. Asking for community input on Sunset Lakes becoming a K-8; Some parents have voiced their concerns about there being no traditional K-5 elementary schools in the area as an option.
2. We have restructured the way that teachers are planning using a vertical planning model between K-2 and 3-5.
3. This year's third-grade class is significantly larger than last year's 54 students, making an A more attainable. The 54 students are now in fourth grade and will be combined with fifth grade students when calculating the school grade.
4. Color Rush fundraisers have begun. We are encouraging support from all families.
5. Students are encouraged to wear yellow/gold on Wednesdays in September to support childhood cancer awareness.
6. Hello week initiative, through Ms. Williams, has begun. This is an initiative from Sandy Hook

Next Meeting Date & Time:

The next meeting will be held on October 28, 2026 in Room 132.

Meeting Adjournment:

Motion: Kaitlyn Isenberg motioned to adjourn the meeting at 2:37 PM. Motion carried unanimously.

Submitted by, Brenna DeFrance 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: 9/23/2026

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: 9/23/2026

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: 9/23/2026