



SCHOOL ADVISORY COUNCIL (SAC)

Liberty Elementary Meeting Minutes(Approved)

Date: January 28,2026

Time: 7:40 A.M.

Agenda

- I. Call to Order: at 7:51 a.m. by Janice Harvey, SAC Chair
- II. Introduction
- III. Attendance (Determine if a quorum is present)
 - a. No quorum present
- IV. Approval of the November and December Minutes
 - a. **Action Item:** Quorum was later present.
 1. Janice Harvey made motion to approve the November 2025 and December 2025 SAC Meeting minutes as presented. The motion was seconded by Vernitra Williams
- V. New Business
 - a. I-Zone Announcements: No updates at this time
 - b. SAF Announcements/Updates:
 1. Presented by Adrian Clarke: District Advisory Council started an elementary sub-committee to concentrate on elementary topics or concerns. The meetings will be held via ZOOM. Additional meeting information will be shared once received.
 2. Items discussed during the SAF meeting:
 1. Budget cuts
 2. Hiring freeze and the impact on staff such as security staff
 3. If necessary, the district will supplement positions from the district level and place staff at a school as necessary.
- VI. Reports
 - a. Presented by Vicky Flourney, Principal
 1. There is a district-wide freeze on hiring and regular spending
 2. At Liberty, recently two teachers retired, the media specialist retired, and ASD teacher is on leave.
 1. These positions are being impacted by the hiring freeze.
 2. These positions will not be filled at this time.
 3. The Specials schedule was adjusted with the remaining three specials

4. Liberty is currently in the process of getting someone trained to facilitate checkout by order for the rotation of books.
 1. The local library was contacted to assist with orienting families about its resources and applying for a library card.
5. The impacted classes of the retired teachers were all redistributed among the remaining grade level classes.
6. If there are any additional changes to staff, the district will be contacted to send someone qualified to temporarily fill the position
 1. The school my first utilize available support staff with the necessary qualifications.
7. Science Data: Liberty is still assessing the students
8. Liberty is being strategic with 3rd grade. Based on the recent PM2, the 3rd grade projection is that we should be able to maintain the letter “A” status.
 1. Will continue to monitor and support 3rd grade.
9. Question from a parent regarding the media center and library books.
 1. Vicky Flourny replied: The priority is checking-in any outstanding books.
 2. Ms. Robuste will be trained on the media center’s current book tracking system.
10. Question from a parent regarding the cost associated with removing the sand from the playground
 1. Vicky Flourny replied: The quote received was for \$75,000.
11. Question from a grandparent regarding the 2nd grade projection for the PM3
 1. Vicky Flourny replied that we do see some struggles and some students are not where they need to be. It is a work in progress to support the areas of concern.

b. SIP Monitoring and Stakeholder Feedback

1. Presented by Vicky Flournoy, Principal
2. We are at the mid-year point of the school year and are currently on a State School Improvement Plan because of the current 3rd graders. After the data review, Liberty will have to provide the State with a mid-year review by responding to a list of questions and the implementation plan of academic strategies.

c. Accountability Funds \$7,279.21

1. Current balance \$5,279.21
2. 3rd grade ELO tutoring expenditure of \$2,000 was previously approved.
3. Assessing the current needs of the school, Janice Harvey asked for recommendations from the floor.
 1. Vicky Flournoy- \$1,000 for 2nd grade ELO tutoring

2. Janice Harvey- durable headphones for the classroom
3. Janice Harvey-bilingual translation resources
4. Staff member: repair and/or update the sound system on the stage in the cafeteria with an outside vendor
 - a. IT or BECON does not service sound systems.
 - b. Cost Range: \$700-\$800
4. **Action Item:** Motion made by Janice Harvey to allocate \$1,000 for 2nd grade ELO, \$1,000 for headphones, \$800 for the cafeteria sound system, and the remaining balance to spend as needed for incentives, intervention materials, and accommodation materials. Motion seconded by Angelica Dubanewicz
- d. Florida Recognition Program Award (A+ Funds: \$53,380) vote outcome
 1. The bonus funds have been disbursed to all staff that met the criteria.
- e. SESIR (School Environmental Safety Incident Reporting)
 1. Presented by Donna Styles, Assistant Principal
 1. 1 minor fight
 2. 4 BTAs were completed and all were classified as “low level” and stemmed from using the word “kill.”
 3. Liberty will continue to reinforce that students must think before they speak.
 4. Liberty hosted another behavior assembly after Winter Break
 - a. Reviewed what is a threat assessment and that it is serious
 - b. Reminded students to be mindful of what they say
 - c. Reviewed coping response such as “I’m going to kill you” or any type of threat is inappropriate
 5. A counselor from the Chrysalis Center will be on campus to service students on Mondays
 - a. Will meet individually with students
 6. Reviewed FORTI TIP reporting text line as a resource
- f. PTA- by Angelica Dubanewicz
 1. The Family Math Bingo Night was a success
 2. Exploring other options for family engaging events and fundraising activities.
 3. Next event is the Valentine Dance on February 6, 2026.
 4. The profit from the Winter Holiday Shop was \$900.
 5. No large profit from the Scholastic Book Fair held earlier this school year.
- g. Title I Updates:
 1. Presented by Donna Styles, Assistant Principal
 2. Liberty is currently at 71% completion with E-BINDER being approved.

3. 7% of documents are waiting for approval

- h. Ms. Styles provided hard copies of the annual School & Family Engagement Survey and encouraged all that were in attendance to complete the survey and return it to the front office.
- i. For next month's meeting, we will need to review the parent engagement plan and the school compact.

VII. Old Business:

a. A+ funds

- 1. The bonus funds have been disbursed to all staff that met the criteria.

VIII. Announcements

- a. Next Meeting Date: Wednesday, February 25, 2026 at 7:40 a.m.

IX. Concerns/Questions

- a. None at this time

X. Second Quarter Raffle

- a. The raffle was held by Janice Harvey

XI. Adjournment

- a. At 8:33am
- b. Janice Harvey made a motion to adjourn the meeting and the motion was seconded by Adrian Clarke.