



SCHOOL ADVISORY COUNCIL (SAC)

Liberty Elementary

Meeting Minutes (Ratified)

August 27, 2025, at 7:40 a.m.

1. CALL TO ORDER & WELCOME

a. Meeting was called to order at 7:51am by Dr. Megan Aderale

i. Quorum present

2. INTRODUCTION & MEMBER ORIENTATION

a. Current Member Introductions

i. SAC Chair: Megan Aderale

ii. Principal: Vicki Flournoy

iii. Community Representative: Angelicia Dubanewicz

iv. ESE Parent Representative: Felicia Frazier

v. Pre-K Certified Teacher: Tia Godskind

vi. Secretary: Vania Humphrey

vii. Parent Representative-SAF Chair: Kristin Irving

viii. Gifted Parent Representative: Ronni Irving

ix. I-Zone Representative: Julna Noel

x. Non-Instructional Representative: Ariel White

xi. BTU Steward: Vernitra Williams

xii. ESOL Representative: Elizabeth Richards

3. REVIEW OF SAC BYLAWS & PROCEDURES

a. SAC Bylaws & Procedures were reviewed by all stakeholders

i. No changes to the bylaws from 2024-2025

b. Reviewed monthly meeting schedule for the 2025-2026 school year

4. ELECTION OF OFFICERS

a. Positions to fill:



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- i. Chairperson – duties: facilitate the meeting; contact all participants; utilize Robert Rules of Order; govern the School Improvement Plan
 - ii. Vice-Chairperson- duties: assist the chairperson
- b. Nominations and elections
 - i. Chairperson- Janice Jones-Harvey
 - ii. Vice-Chairperson- Michelle Plost
 - iii. Secretary- Vania Humphrey
 - iv. BTU Stewart-Vernitra Williams
 - v. Community Representative- Angelica Dubanewicz
 - vi. ESE Parent Representative-Felicia Frazier
 - vii. Pre-K Certified Teacher Representative- Tia Godskind
 - viii. Parent Representative/SAF Chair-Kristin Irving
 - ix. Gifted Parent Representative-Ronni Irving
 - x. I-Zone Representative- Julna Noel
 - xi. ESOL Parent Representative-Elizabeth Richards
 - xii. Non-Instructional Support Employee- Ariel White
- c. A quorum requires more than 50% of the board members present during each SAC meeting
- d. No vote needed on the referenced positions because each position was slated with one (1) volunteer.
- e. **Action Item:** Vicki Flournoy recommend a motion to accept the current nomination slate of names & positions for the SAC Committee Board for 2025-2026



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- i. Angelica Dubanewicz made a motion to accept the nomination slate of names & positions as the SAC Committee Board for 2025-2026
 - ii. Elizabeth Richards second the motion
 - f. Vicki Flournoy offered a moment of recognition to Dr. Megan Aderale for supporting the SAC Committee over 10 years
- 5. SCHOOL OVERVIEW & CURRENT STATUS**
 - a. Principal's Report by Vicki Flournoy-Principal**
 - i. Extended her appreciation for having a SAC governing board
 - b. Academic Performance Summary**
 - i. Liberty Elementary is rated as an "A" school
 - ii. A+ Funds are pending from the FLDOE
 - iii. SAC will make a recommendation(s) on how to spend the funds for a staff vote
- 6. BUDGET OVERVIEW & SCHOOL ACCOUNTABILITY FUNDS**
 - i. School Improvement Budget available funds: \$16,963.92
 - ii. SAC will need to make recommendation(s) on how to spend the funds
Example: a beautification project--benches in the car rider line loop.
 - iii. Enrollment: Projection for 2025-2026 was lower than the 2024-2025 school year. 639 was the projected number of students. Currently we are 22 students shy from the 639 projection.
 - 1. An update to balance the budget was recently made
 - 2. 4th grade enrollment is currently low
 - 3. 4th grade teacher retired, and the students were redistributed among the 4th grade team.



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4. Current vacancies will open for advertisement to fill the following positions: Teacher-(ASE); two (2) teacher assistants and an evening assistant facilities headperson

b. School Safety & Climate (SESIR and Behavior Incidents)

- i. Encouraged parents to talk to students about making threats. All threats are now entered in a state-wide reporting database, and it will remain on student's academic record

7. REVIEW OF SCHOOL IMPROVEMENT PLAN (SIP)

a. Reported by Donna Styles-Assistant Principal

- i. Professional Learning Communities (PLC) meet twice a month.
 1. Groups: AI, Reading/ELA, Math and Science.
 2. To review data and work on goals & strategies as a team
- ii. Primary school improvement goal is attendance with a focus on tracking students with attendance issues.
- iii. Response To Intervention (RTI) first meeting was yesterday
 1. Reviewed data for level one (1) and level (2) students that are not on grade level for reading or math
 2. Additional screening to determine direct area of deficiencies such as fluency, phonics, vocabulary or comprehension
 3. An additional district math resource is iReady Math Toolbox

b. Positive Behavior Plan

- i. Last school year, all teachers participated in a BEESS course for Positive Behavior Interventions and Support in the classroom



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1. Trained in the aspect of those students that are not following expected behaviors and encouraged teachers to pause and review the data
2. To encourage positive behavior
3. Cafeteria incentives for good behavior using a star chart and a grade-wide celebration for the class with the most stars (pizza party/freeze-pops)
4. Partnership with PTA for additional incentives and treats

c. Parent and Community Engagement

- i. Encouraged parents to talk to students about making threats. All threats are now entered in a state-wide reporting database, and it will remain on student's academic record

8. ADJOURNMENT

- a. Vicki Flournoy offered her thanks to each member of new SAC Committee governing board
- b. Janice Harvey provided information regarding a quarterly raffle and the grand prize will be a bike at the end of the school year.
- c. **Action Item:** Angelica Dubanewicz made a motion to adjourn the meeting.
 - i. Dr. Megan Aderale second the motion
- d. Meeting adjourned at 8:18am

Next Meeting Wednesday, September 24, 2025, at 7:40am