

Independence Elementary School

School Advisory Council (SAC) Meeting Minutes

September 06, 2023 – Independence Elementary Media Center

Attendance: Yoo Jin Hwang, Jeffrey Peters, Elizabeth Wind, Josefina Henselin, Kristina Washington, Amber Andrews, Meryl Mullen, Mai Nguyen, Diana Hammond, Penelope Parr, Tamia Martinez, Marissa Endicott, Wilfredo Marrero, Patricia Cedat, Marissa Hochberg, Brooke Hasher, Rosana Barcellos, Mallory Guarino, Renata Basile

Call to Order:

A meeting of the Independence Elementary School Advisory Council was held in the Independence Elementary Media Center on September 06, 2023. Jeffrey Peters called the meeting to order at 1:35pm. Yoo Jin Hwang will record minutes for this meeting.

Approval for Previous Minutes:

N/A

Principal's Report (Announcements): Principal Jeffrey Peters

- Security update done over the summer: PE pavilion
- Car numbers:
 - Security
 - More car riders this year than last year
 - Bus still being the issue
- FAST Testing: finished PM1
 - Analyzing data: pull out model
- Hiring:
 - Mrs. Jackson (4th) started today. Officially starting 09/11 with students
 - 5th grade: waiting on final approval
 - Maternity leave: 2 classes in 2nd grade
 - Guidance Counselor: we are excited to have Ms. Cedat!
- Walking Club: 3 days a week (8:00am – 8:30am), American Heart Associations, 1st – 5th for now
- Champions have openings in the morning
- Progress Report 1: being sent home 09/21

- Eagle of the Month starting this month
- SAC: Voting for School Recognition Funds if happening

School Improvement Plan (Goal Updates): Yoo Jin Hwang

- Yoo Jin Hwang reviewed the School Improvement Plan Goals - Plan pending to be approved by Cadre 1

1 - By the end of the 2023-2024 school, we will raise our school climate score on the spring staff survey by 3 percentage points to 78%.

2 - Student achievement will increase by continuing to focus on our students in the lowest 25%. In 2022-2023, 90% of our students in our lowest 25% made learning gains. In 2023 - 2024, the learning gains for students in the lowest 25% will be at least 78%.

New Business:

- SAC Overview
 - One a month
 - SAC member voting rights
- Review Robert's Rules of Order
- SAC Board Voting
 - Running for Chair: Amber Andrews – voted in as chair – motion to approve made by Kristina Washington, seconded by Meryl Mullen, approved unanimously
 - Running for Co-Chair: Penelope Parr – voted in as co-chair – motion to approve made by Josefina Henslin, seconded by Amber Andrews, approved unanimously
 - Running for Secretary: Yoo Jin Hwang – motion to approve made by Marissa Endicott, seconded by Mai Nguyen, approved unanimously
- 2023 – 2024 Meeting dates:
 - 1:30pm, first Wednesday of every month
 - Next meeting: 10/04/2023 at 1:30pm
- Field Trip Dates:
 - 09/20: Orchestra F/T (3rd, 4th, and 5th)
 - 11/03: Science Center (2nd)
 - 11/16: Kennedy Space Center (3rd and 5th)
 - 11/17: Gatorland
 - Upcoming: St. Augustine (4th), Orlando Family Center (1st), Universal (5th), Brevard Zoo (2nd), Disney (3rd), Crayola (K)

Open Agenda (Public Comments):

- Staff Climate:
 - Roundtable
 - Respecting staff members, have them feel supported
- Skyward Parent Consent Forms:
 - Device form: check on traditional curriculum
 - Name form
- Library: majority of staff scanned the books

Meeting Adjournment:

Motion: Amber Andrews motioned to adjourn the meeting at 2:04pm.

Motion carried unanimously.

Next Meeting Date, Time, and Location: 10/04/2023, 1:30pm, IES Media Center

Submitted by: Yoo Jin Hwang (SAC Secretary)

Approval Date:

The school district is required to maintain copies of all SAC bylaws (Fla. Stat. § 1001.452(1)(d), 2021). The district has established a SAC collaboration site that allows school administrators to upload approved SAC minutes and bylaws (see Appendix B for Template – School Advisory Council Minutes and Appendix C for Template – School Advisory Council Bylaws). School administrators are also able to view all previously submitted documents. The address is <http://sacfiles.ocps.net>. Instructions for uploading bylaws and minutes to the site are available [here](#).

According to [Florida State Statute 1001.452 \(2\)](#), SAC members shall:



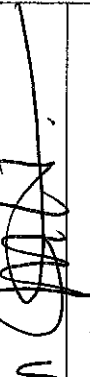




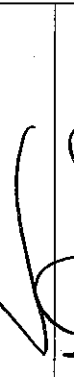

1. Perform functions prescribed by regulations of the district school board, however; no advisory council shall have any of the powers and duties now reserved by law to the district school board
2. Assist in the preparation and evaluation of the school improvement plan
3. Assist in the preparation of school's annual budget and plan

4. A portion of funds provided in the annual General Appropriations Act for use by school advisory councils must be used for implementing the school improvement plan. (If funds are available from the Florida Department of Education)

Independence Elementary School

School Advisory Council (SAC) Sign-In

September 06, 2023 at 1:30pm - Media Center

Name	Role	Phone Number	Email Address	Signature
Yoo Jin Huang	Instructional Coach	407-217-7727	yoojin.huang@ocps.net	
Patricia Cedato	School Counselor	407-217-7727	patricia.cedato@ocps.net	
Josefinahensein	parent	407-413-2571	josfinahensein@gmail.com	
Marissa Hochberg	parent	407-460-4901	Marissa.hochberg@gmail.com	
Brooke Hasher	parent	609-949-2326	brookes3beauties@gmail.com	
Amber Andrews	parent	407-361-4538	Amberosborn@msn.com	
Jeff Peters	Principal	407-217-7727	jeffrey.peters@ocps.net	
Kerelape Pam	Champions	407-883-4510		
Wilfredo Marro	PAPA	407-437-6453	wilfredo.marro@ocps.net	
Marissa Endicott	teacher		Marissa.endicott@ocps.net	