

**NorthLake Park Community School  
School Advisory Council meeting  
September 12, 2023 NorthLake Park Media Center**

**Attendance:**

Janice Abrew-Coriano  
Emily Archie  
Renee Booth  
Janet Caballero  
Daniela Carter  
Lisa Dubik-Epstein  
Jackie Fachtmann  
Amanda Francis  
Stephanie Houde  
Bevin Jacobson

Kristi Madovoy  
Ishu Martínez  
Jaclyn Miller  
Saadia Rehman  
Lisa Spector  
Erin Stawarz  
Viancca Williams

**Call to Order:**

A meeting of the NorthLake Park Community School Advisory Council was held on September 12, 2023. Viancca Williams called the meeting to order at 8:07 a.m. Amanda Francis will record minutes for this meeting.

**Approval of Previous Minutes:**

Minutes were provided from the May 9, 2023 meeting. The May minutes were reviewed. A motion was made to approve the May SAC minutes, it was seconded and the minutes were approved. Attendance was taken and we established a quorum. The agenda for this meeting was approved.

**Principal's Report (Announcements/HR & Budget Updates):**

Our budget hasn't changed since the last SAC meeting. In Fund 145, the School Improvement Fund, there is \$54.27. This fund is funded by the state. In Fund 211, the School recognition fund, there is \$32,451.24. Fund 211 can only be used for teacher bonuses, equipment and material. In Fund 150, the teacher debit card fund, there is \$1,770.69. This fund can be used for trainings.

Mrs. Archie updated SAC on how the House system going at NorthLake Park. We have started to introduce the different Houses to the students this week. Teachers have all selected their Houses and they have been placed. We have purchased the app and have already decided how students can earn points. Students will be sorted into their Houses soon.

Mrs. Archie has picked the theme "Family Matters." We will build our Houses around the "Family Matters" theme. Mrs. Archie explained the district's "One OCPS" vision. Dr. Jones covers all Elementary schools and Rob McCloe is in charge of our school which is in Cadre 2. Our leader is very data driven and wants all schools to be similar in how they operate. We can't be different, we have to show what we know so that we can do our thing.

NorthLake Park is up for renovation. Mrs. Archie has voiced her safety concerns to the district and hopes this will be addressed during the remodel. The remodel should start September 2024.

SAC voting members have to mirror our school demographics. Our current demographics are 7% African American, 9% Asian, 5% multi-racial, 33% White, 45% Hispanic and 1 % other. We do not currently have a community member.

Mrs. Archie reviewed the first FAST data. This data is on standards that have yet to be taught. We will look more into the data once we can compare and see how the students do on the second FAST assessment.

Mrs. Archie informed SAC that the class size limit has been adjusted because of the teacher shortage. In K-2 the classes can have an average of 20 students (it used to be 18) and in 3-5 classes can be 24 students (it used to be 22).

**School Improvement Plan (Goal Updates):**

**Old Business:**

**New Business:**

An overview of SAC was given. SAC helps with the accountability of the School Improvement plan. SAC approves the spending of School recognition money and school Improvement money.

Elections were held for the new SAC Chair, Co-Chair and Secretary. Janice Abrew-Coriano self-nominated herself and Jackie Fachtmann second. A motion was made and Janice was approved as SAC chair for the 2023-2024 school year. Stephanie Houde was approved to be the Co-Chair and Amanda Francis was approved to be the Secretary. The bylaws were presented to SAC. We will vote to approve the bylaws at the next meeting. All budget requests have to be made to the Chair and Principal prior to meeting and placed on the agenda. We thanked Viancca Williams for her time as SAC chair.

**Open Agenda (Non-SAC Members):**

**Meeting Adjournment:**

Motion: It was motioned to adjourn the meeting at 9:22 a.m. The motion carried unanimously.

**Next Meeting Date, Time, and Location:**

October 10<sup>th</sup> at 8 a.m. in NorthLake Park's Media Center.

**Submitted by:** Amanda Francis, SAC secretary

**Approval date:**

The process for submitting all SAC agendas, sign-in sheets, minutes, and bylaws can be found at <http://ims.ocps.net/RAG/SPP/Pages/SIP.aspx>.

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

1. Perform functions prescribed by regulations of the district school board, but not have any powers and duties reserved by law to the school board
2. Assist in the preparation, implementation, and evaluation of the school improvement plan
3. Assist principal in preparation of school's annual budget and plan
4. Identify the appropriate use of school improvement dollars for implementing the approved school improvement plan, if funds are available from the Florida Department of Education