



Springwoods School Advisory Council (SAC) Former Parent Advisory Council (PAC)

Meeting Minutes
Wednesday, December 3, 2025
Location: Virtual (Zoom)

Meeting called to order at 6:35 pm

In Attendance:

Janeene Mainor (*Principal*)

Ken Burton (*Assistant Principal*)

Satasha Torres (*SAC Chair*)

Kate Finnern (*SACI Rep*)

Chelsi Shalal (*Recording Secretary*)

Sara Rodriguez (*Parent Liaison*)

Sommer Mostafavi (*School Counselor*)

Joanne Hanger (*School Counselor*)

Nazia Sharif

Isa

Alex

Elizabeth Torrens

Sawsan Elsawalhi

Kathryn Parris

Elham Hosseini

General Members:

1. Welcome (-2 Mins)
 - Welcome by Satasha Torres (SAC chair)
2. Principal Overview of CIP (Continuous Improvement Plan) (-10 Mins)
 - Mr Harkins (assistant principal) gave a brief overview of the CIP with updates
 - Student Achievement - closing gaps in math and reading
 - Reading Overview & Updates
 - Mr. Harkins (assistant principal) gave an overview of reading programs - UFLI and HMH
 - 3rd and 5th performing top five in the county
 - Almost no achievement gaps were noted between class performance and ESOL or special education students
 - Math Overview & Updates
 - Mr. Harkins (assistant principal) - gave an overview of progress with the new math curriculum and techniques/tools being used to help students learn and progress
 - Scores above the county average across the board
 - 3rd and 5th in the top five in the county
 - Achievement gaps noted - this is a focus area in closing these gaps
 - Positive Climate and Culture
 - Staff are being engaged in important decision-making. Survey data from staff is very positive. Next step with staff is self-efficacy (that they feel

empowered and supported, and that what they are doing is moving the needle)

■ Attendance Data

- Best it has been since they have been tracking. At 8% chronically absent, and the goal is under 10%
- Still gaps with SPED and ESOL students, but this may have to do with the smaller pools of students, making it sway more percentage-wise
- Exploring “Saturday School” to help students “earn” a day back for those who are chronically absent

■ Student/Parent Engagement

- Survey recently sent out (77 responses). A lot of positive responses.
- There was some confusion expressed around homework and student-led learning opportunities.
- Will use the survey to review with staff and guide communications between teachers and parents

3. Principal Overview of Budget (-5 Mins)

- Mrs. Mainor (principal) gave an overview of the budget - stated that the budget is very healthy (\$601,658.95)
- Class size grant gave us extra money - the school was able to stay under the cap and received the grant
- What is done with the money surplus?
 - Focus is on adding personnel
 - Considering highly qualified teacher’s assistants who could support intervention and/or larger classrooms (5th grade)
 - Still considering how to best support and asked teachers for input.
 - Parents can request to look at the budget with Mrs. Mainor at any time.

4. SACI Summary (Duncan and Kate) (-10 Mins)

- Kate (SACI representative) provided information from the November SACI meeting
 - Dr. McDade was present at the meeting
 - School zoning was discussed (at a county level)

5. Hot Topics (Admin) (-20 Mins)

- How does Springwoods compare with like schools that have similar demographics?
 - Mr. Burton (assistant principal) provided data regarding Springwoods student performance.
 - Springwoods is standing out in ELA and Math
 - Module 2 - most recent PIB data:
 - Grades 3 - 5 consistently above average and near the top
 - Grades 3 - 5 ELA consistently outperforming schools with similar demographics
 - ELL and special education show solid outcomes - grade 5 is a particular standout
 - Top 5 for reading and math with 3rd and 5th; 4th grade beat the county average

skills will be important as they transition to middle school.

- Mrs. Mainor (principal) shared how teachers currently support organizational skills in the classroom setting.
- Student agendas (provided by the school) may be hard to implement due to all of the demands in the school day.
- Some students have agendas that parents provide as a tier 3 intervention - these are parent-initiated, and teachers support them. Parents can discuss with teachers if they feel this would be beneficial.
- Administration can explore with teachers how to teach those skills to students and assist them in organizing school demands.

6. Open Forum (-12 Mins)

- Parent asked about the communication of disciplinary actions, such as suspension and detention, to students.
 - Mrs. Mainor (principal) clarified that school counselors do not handle discipline
 - 4th and 5th - implemented Saturday School that can be used for attendance recuperation, academic intervention, and as a disciplinary action (detention)
 - If used as detention, students will be working on academic skills, not “punitive” work
 - This allows for tiered behavior support that is consistent across grade levels. In the past, with 4th and 5th grade, by the time behaviors were addressed, it was time for dismissal, and the behaviors could not get fully explored or addressed
 - Gives teachers/admin the ability to leverage consequences when suspension is not an appropriate response, but the behavior is repeated or egregious enough to warrant a response

7. Plans for next meeting + Adjournment (-1 Min)

- Meeting adjourned at 7:36 pm