

**January 2026
Meeting Minutes of
Crookshank Elementary School Advisory Council
Members in Attendance:**

Patrick Roach, Principal	Allison White, Chairperson
Danielle Arnette	Lynne Sykes, Secretary
Bridget Jeffers, Vice Principal	Jennifer Gurick
Melissa Gullo	Renee Hobbs
Claire Heffernan	Heather Seigman
Megan McNeill, online	Destiny McNamara
Michelle Moore	Marguerite Watts, online
Michelle Curtin, online	Jennifer Collins

Meeting was held in the Crookshank Media Center and on Teams.

Motion to begin the meeting by Lynne Sykes. Second by Destiny McNamara.

- I. **Call to Order:** 5:32 p.m. The Chairperson, Ms. Allison White confirmed that a quorum was met by those in attendance, in person. Melissa Gullo Motioned to Approve the Minutes of the November meeting, seconded by Heather Seigman, approved by all present.

- II. **Principal's Updates:** Mr. Roach stated that the reading data for PM2 is in and we are ahead of last year! K, 1st, 3rd and 5th grade is up a tick. In the math data, we are ahead in K, 1st, 2nd, 3rd, and 5th grades. Comparably speaking, every grade level except one has gone up in reading and math. The only blip being 3rd to 4th grade. The next testing date will begin May 1, so we have until then to make more improvements.

- III. **Chairperson Updates: by Allison White- Pursuant to Florida Statute 1001.452(1)(d)1., a majority of the members must be present in person at a meeting in order to constitute a quorum for the transaction of business. Members may participate in a meeting by electronic means but such a member shall not count towards a quorum nor such a member be entitled to vote unless they are unable to attend in person due to medical exigency. ALSO: At a future meeting at which a quorum is present, a SAC can ratify action taken at prior meeting. The motion should be to "ratify and approve all actions taken at prior meetings of the Crookshank Elementary SAC meetings during the 2025-2026 school year.**

Therefore, Jennifer Gurick motioned to Ratify and Approve all prior actions taken at prior meetings that a quorum may not have been met. Seconded by Clair Heffernan, all approved, no objections. Passed.

Crookshank School Recognition Funds – Faculty and Staff will be voting on School Recognition funds soon. The 2026-2027 Ballot (attached) was reviewed and discussed if we receive an A for the 2025-2026 school year. Motion to approve the options was brought forth

by Jennifer Gurick, seconded by Danielle Arnette. No objections. Approved. No changes were implemented.

Parent SAC Survey Template – This survey (attached) was reviewed and discussed. To enhance participation a QR Code will be distributed as well as paper copies provided to the parents, one time participation will be verified. Surveys will go live February 2, 2026. Heather Siegman Motioned to Approve the Parent Needs Assessment (labeled, Student SAC Survey Template). Second, by Jennifer Gurick, no objections. Passed.

Faculty and Staff Needs Assessments - There was a review and discussion of the 2024-2025 Crookshank SAC Faculty and Staff Needs Assessment survey, (attached) to approve for the 2025-2026 school year. A suggestion was made to keep the two added questions and offer an open-ended question. Jennifer Gurick motioned to approve the form/survey, second by Danielle Arnette, no objections, approved.

IV. **Treasury Update, by Allison White, Chairperson** - Opening Balance \$1,889.09. No requests received. Future outlays were discussed.

V. **Questions, Concerns or Comments?** None.

VI. **NEXT MEETING:**

The next meeting will be held **February 9th, 2026 5:30 pm**, in the Media Center and on Teams.

VII. **Adjournment:**

Motion to adjourn by Jennifer Gurick. Second by Danielle Arnette, no objections, approved.

Meeting ended at 6:12 pm.

Lynne Sykes
Recording Secretary
Crookshank Elementary SAC
Date of Approval

Date Recorded