

Kadena Elementary School
School Advisory Committee (SAC) meeting
SY 2025-2026
November 20, 2025

Voting members: Ms. Kassie Mahaffey, Ms. Gliney Rios, Ms. Shamese Richburg, Ms. Christina Robinson, Ms. Danica Allen, Ms. Erika Meier, Ms. Christine Smith, Ms. Wendy Shirer

Non-Voting Members: Dr. Jennifer Boyles, Mr. Robert Chance, Ms. Diana Mizell, Ms. Christine McNeace, Dr. Makeda Watkins

Guests:

- I. Call to Order
- II. Principal's Report
- III. School Liasion Officer's Reports
- IV. Old Business
 - a. Goal Selection - **By the end of the 2025–2026 school year, we will increase parent involvement in classrooms through structured volunteer opportunities, targeted teacher-parent matching, and enhanced communication strategies.** (Base-line numbers?)

Specific Actions suggested at last meeting:

- Distribute a teacher needs survey by November to identify classroom support opportunities.
- Launch a parent interest survey to determine areas where parents are comfortable volunteering.
- Create a Sign-Up Genius or similar platform by December to match parent volunteers with classroom needs.
- Promote participation through Parent Academy events, raffles, and regular communication via newsletters and school social media.

- Track volunteer participation monthly and compare with previous years to measure growth.

b. Sunshades on Playgrounds –

V. New Business

a. UPK meal updates: Students get one of the different meal options each day as their family meal, but it would be nice to know specifically which one they get. I've had this question from a few other UPK parents as well.

b. Information Center Help: Parent has volunteered with Mr. Davis in the library, and it seems like Mr. Davis could use some consistent help with shelving materials. Is there a possibility of having an aide join him in the library so he's able to focus more on programming and other goals he has for the library?

VI. Open Forum

VII. ODAC- Dec 3 2025.

VIII. Adjournment