

Colbert Museum Magnet School Advisory Council (SAC) Meeting Agenda

Date: October 28, 2025

Time: 2PM

Location: Media Center

Presiding Officer: Ms. Shanteisha Howell, SAC Chairperson

1. Welcome & Call to Order

- Greeting and introductions
- Review and approval of previous meeting minutes

2. Old Business / Items Rolled Over from Last Year

- Review of pending or ongoing initiatives from last school year
- Updates on previously approved projects
- Discussion of rollover funds or unfinished business
- School Pantry Initiative
- Calming / Sensory Room Development
- Game Room Ideas
- School Spirit Initiatives

School Pantry Initiative

- Purpose and current progress
- Community donation updates
- Volunteer needs and next steps
- Vote: Approve ongoing support and potential expansion for holiday season

Calming / Sensory Room Development

- Proposal overview and projected benefits
- Space allocation and design ideas
- Funding and donation options
- Vote: Approval to move forward with planning phase

Game Room Ideas

- Purpose (student engagement, incentives, mental breaks, etc.)

- Potential locations and supervision plan
- Brainstorm: Equipment or games to include
- Vote: Interest in exploring this initiative further

School Spirit Initiatives

- Discussion on ways to increase school pride and student involvement
- Ideas: Spirit weeks, pep rallies, classroom competitions, student shoutouts

4. Principal's Corner

- Updates on school data, events, staffing, or upcoming changes

- Announcements or reminders
- Q&A session

5. Open Forum / Additional Comments

- Opportunity for members to bring up new topics or suggestions

6. Closing and Next Steps

- Confirm next School Advisory Council meeting date and adjournment

Colbert Museum Magnet School Advisory Council (SAC) Meeting Minutes

Date: October 28, 2025

Time: 2PM

Location: Media Center

Presiding Officer: Ms. Shanteisha Howell, SAC Chairperson

1. Welcome & Call to Order

- Greeting and introductions were made.
- Previous meeting minutes were reviewed and approved.
- Meeting officially called to order at **2:05 PM**.

2. Old Business / Items Rolled Over from Last Year

A. School Pantry Initiative

- **Background & Purpose:**
Staff members have been working on establishing a school pantry due to increasing food insecurity among families caused by government benefit reductions (SNAP, Medicaid, etc.).
- **Current Progress:**
A designated space for the pantry has been identified. An initial letter outlining the purpose and needed items was sent to administration for approval.
- **Donation Concerns:**
 - Community members wish to donate **monetarily**, but the proper process is unclear.
 - The district advised that certain purchases may not be reimbursable if donations are not processed correctly.
 - PTO may serve as the appropriate financial conduit for monetary donations due to transparency, proper accounting, and the ability to purchase essential items.
- **Essential Items:**
Non-perishable foods, deodorant, toothbrushes, and other hygiene items.
- **Holiday Plans:**
Goal is to prepare enough bags for families before **Thanksgiving** and **Christmas**. Parents must **pick up items themselves** to avoid waste, based on past experiences with food being discarded.
- **Next Steps:**
 - Clarify monetary donation procedures with district contacts.
 - Explore partnerships with local businesses (Publix, community organizations, city officials, commissioners, wellness partners, etc.).
 - PTO will support and coordinate as needed.
- **Vote:**
Ongoing support for the pantry and potential expansion for the holiday season **PENDING approval**.

B. Calming / Sensory Room Development

- **Discussion:**
 - Potential room options were explored, but space is limited due to room usage needs.
 - Some rooms are used as storage or are needed for testing.
 - Equipment is expensive and must be secured.
- **Benefits:**
Intended to support emotional regulation and student well-being.
- **Vote:**
PENDING Approval to proceed with the **planning phase** pending available space and budget considerations.

C. Game Room Ideas

- **Purpose:**
To increase student engagement, provide incentives, and support mental breaks.

- **Considerations:**
 - Possible location in the 1100 building.
 - Supervision and equipment needs must be addressed.
 - **Vote:**

Interest in exploring the initiative further was **PENDING approval**.
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D. School Spirit Initiatives

- **Discussion:**

Members expressed concerns about declining school pride and participation. Ideas to strengthen school spirit include:

 - Spirit Weeks
 - Pep rallies
 - Classroom and grade-level competitions
 - Student “shoutouts”
 - The group discussed the importance of staff visibility, community involvement, and consistency in promoting school identity (“Cougar Pride”).
 - Highlighted successes included:
 - Field Day as a major parent-engagement event
 - Existing traditions like tug-of-war and relay races
 - Suggestions included making Field Day more competitive, keeping tallied scores, and enhancing overall excitement.
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3. Principal’s Corner

- Updates were shared regarding school data, enrollment increases, staffing, and space challenges.
 - Discussion about cafeteria accounts and ways to help students with outstanding balances.
 - Additional reminders and announcements were provided.
 - Q&A session followed.
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4. Open Forum / Additional Comments

- Members discussed family involvement barriers and ways to improve turnout at school events.
 - Encouragement to promote upcoming **Family Fall Festival** with “all hands on deck.”
 - Discussion regarding volunteer needs and communication via email.
 - Member shared that she will be out due to upcoming surgery; volunteers should ensure coverage at event stations.
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5. Closing & Next Steps

- Summary of action items:
 - Clarify monetary donation procedures for the pantry.
 - Identify potential spaces for calming room and game room.
 - Continue promoting school spirit initiatives.
 - Prepare for the Family Fall Festival with volunteer coordination.
- Next meeting date will be confirmed and announced.
- **Meeting adjourned: 2:45PM and seconded by Ms. Lazo**

Colbert Museum Magnet School Advisory Council (SAC) Meeting Attendance

Date: October 28, 2025

Time: 2PM

Location: Media Center

Presiding Officer: Ms. Shanteisha Howell, SAC Chairperson

Attendance:

- Ms. Shanteisha Howell (SAC Chair)
- Mr. Dorsett McLeod (Principal)
- Ms. Wilda Cassandra Tany (SAF Chair)
- Ms. Cassandra Lazo
- Mr. Benjamin B. Fallado (Secretary)
- Ms. Maria Lopez (Non-Instructional Staff)
- Ms. Goree
- Mr. Llewellyn
- Stephanie Vegara (PreK Representative)
- Ms. June Smart (BTU Steward)
- Ms. Trecia Maragh (Gifted Education Rep)
- Additional members and parents present

★ SAC Sign in Sheet for Colbert ES (0231)

Date: <u>October 28, 2025</u>		Time: <u>2:10pm</u>			
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Fallado, Benjamin	SAC Secretary	Yes	No	<i>[Signature]</i>
2	Fletcher, Damia	Community / Business Representatives	No	No	<i>[Signature]</i>
3	Howell, Shanteisha	SAC Chair	Yes	No	<i>[Signature]</i>
4	Lohnes, Ashley	Teacher	Yes	No	
5	Lopez, Maria	Non-Instructional Support Employees	Yes	No	<i>[Signature]</i>
6	McLeod, Dorsett	Principal	Yes	No	<i>[Signature]</i>
7	Padilla, Gina	Parent	No	Yes	<i>[Signature]</i>
8	Smart, June	BTU Steward (or designee)	Yes	No	<i>[Signature]</i>
9	Spence, Noelle	I-Zone Representative (must be a parent)	No	Yes	<i>[Signature]</i>
10	Tany, Wildacassandra	ESE Parent of a student at the school	No	Yes	<i>[Signature]</i>
11	Tany, Wildacassandra	Parent	No	Yes	<i>[Signature]</i>
12	Tany, Wildacassandra	SAF Chair (or designee) Parent of a student at the school	No	Yes	<i>[Signature]</i>

Date: <u>October 28, 2025</u>			Time: <u>2:10pm</u>		
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
13	Toussaint, Lucine	ESOL Parent of a student at the school	No	Yes	
14	Vergara, Stephanie	Pre-K (if applicable - parent or certified teacher)	Yes	No	<i>Steph V</i>
15	Williams-Maragh, Trecia	Gifted Parent of a student at the school	No	Yes	<i>T.W</i>

★ SAC Sign in Sheet for Colbert ES (0231)

Date: _____			Time: _____		
#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	<i>Cassandra Lazo</i>	✓			<i>CMS</i>
2	<i>Demetri Lewellyn</i>	✓			<i>D. Lewellyn</i>
3	<i>Harmala Jackson</i>	✓			<i>Harmala Jackson</i>
4	<i>Kenya Goree</i>	✓			<i>Kenya Goree</i>
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