

Colbert Museum Magnet School Advisory Council (SAC) Meeting Agenda

Date: November 18, 2025

Time: 2PM

Location: Media Center

Presiding Officer: Ms. Shanteisha Howell, SAC Chairperson

MEMBERS Attendance:

- Ms. Shanteisha Howell (SAC Chair)
- Mr. Dorsett McLeod (Principal)
- Ms. Wilda Cassandra Tany (SAF Chair)
- Ms. Cassandra Lazo
- Mr. Benjamin B. Fallado (Secretary)
- Stephanie Vegara (PreK Representative)
- Ms. June Smart (BTU Steward)
- Additional members and parents present

Attendance:

Date: _____		Time: _____			
#	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	

★ SAC Sign in Sheet for Colbert ES (0231)

Date: <u>11/18/2025</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	
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	
6	McLeod, Dorsett	Principal	Yes	No	<i>[Signature]</i>
7	Padilla, Gina	Parent	No	Yes	
8	Smart, June	BTU Steward (or designee)	Yes	No	<i>[Signature]</i>
9	Spence, Noelle	I-Zone Representative (must be a parent)	No	Yes	
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>

SAC Sign in Sheet for Colbert ES (0231)

Date: <u>11/18/2025</u>		Time: <u>2:10pm</u>			
#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Turn Blake		Tristen		<i>[Signature]</i>
2	Doris Jones		Ameena		<i>[Signature]</i>
3	Shanteisha Howell	yes			<i>[Signature]</i>
4	Cassandra Lewis	yes			<i>[Signature]</i>
5	Wildacassandra		Langston	PTO	<i>[Signature]</i>
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Agenda:

School Advisory Council (SAC) Meeting Agenda

Date: November 18 2025

Time: 2:15 PM – 2:45 PM

Location: Media Center

1. Call to Order – 2:15 PM

Ms. Howell

2. Welcome & Purpose of Meeting

- Overview of agenda focus
- Brief context for discussion items

3. Discussion: Sensory Room Initiative

- Identification of potential room/space that may be available
- Discussion of materials needed (furniture, sensory tools, calming items, storage, etc.)
- Initial thoughts on cost considerations
- Exploring sponsorship and donation opportunities

4. Discussion: School Pantry Initiative

- Identifying needs (non-perishable food items, hygiene products, shelving/storage)
- Space considerations
- Community partnerships and potential sponsors
- Donation strategies for ongoing sustainability

5. Sponsorship & Community Support Strategy

- Local businesses, faith-based organizations, and community partners
- Donation drives (holiday drives, monthly collection themes)
- Volunteer involvement

6. Principal's Corner

- Administrative input on available space
- Alignment with school priorities
- Guidance on next steps
- School Improvement Plan

7. Action Items & Next Steps

- Assignments or committees
- Follow-up timeline

8. Adjournment – 2:45 PM

Ms. Lazo

Minutes:

Sensory Room Discussion

Members discussed the possibility of creating a sensory room to support students who may benefit from a calming space during the school day. A potential room on campus that may be available for this purpose was discussed. Suggested materials included flexible seating such as bean bags, sensory tools, calming lighting, and storage bins for organization. Ms. Tany led discussion on seeking community donations or sponsorships to assist with obtaining materials.

School Pantry Discussion

The council discussed the potential creation of a school pantry to assist students and families in need. Possible items mentioned included non-perishable food items, hygiene products, and basic supplies. Ms. Lazo discussed the need for shelving and designated storage space. Ideas for obtaining donations included reaching out to local businesses, community organizations, and organizing donation drives.

Principal's Corner

During Principal's Corner, the principal provided an update regarding the School Improvement Plan (SIP) and current goals related to improving student achievement and supporting a positive school climate. Mr. Mcleod noted that initiatives such as the sensory room could support students' social and emotional needs and encouraged the council to continue exploring options and partnerships.

Next Steps

Members agreed to continue exploring space availability, materials needed, and potential community partnerships for both initiatives. The topics will be revisited at a future SAC meeting.

Adjournment

The meeting was adjourned at 2:45 PM by Ms. Lazo.