

School Advisory Council (SAC)

Agenda and Minutes

F.S.001.452, SB Policy 1403, Robert's Rules of Order

Agenda

Name of Organization: North Andrews Gardens Elementary School
Name of Group: School Advisory Council (SAC)
Location: 345 NE 56th St, Fort Lauderdale, FL 33334
(In Media Center of School)
Type of meeting: General Monthly Meeting
Date & Time: October 1, 2025 – 3:30 P.M.

1. Call to order.

- F.S. 1001.452 (1) (d) (1)**
- Sign-In Sheets (Committee Members & Guests)
 - Chair verifies that quorum has been met.

2. Meeting Norms:

- Attend and begin meetings on time.
- Adhere to meeting agenda.
- Maintain tone of decency.
- Respect the person speaking.
- Keep comments brief and to the point.
- Everyone participates, no one dominates.

F.S. 1001.452 (1)(d)(5) 3. Approval or correction of previous month's minutes

- Approval of both the May 2025 and September 2025 SAC Meetings minutes (only if quorum is met)

4. Reports:

Principal Report:

- Reported by Ms. Duhart (School Principal).
 - o School Environmental Safety Incident Reporting (SESIR)
 - o Accountability Funds – Updated Balance
 - o Additional Information (if applicable)

Title I Report:

- Reported by Ms. Torres (Title 1 Liaison).
 - o 2025-2026 Title 1 Addendum
 - o Additional Information (if applicable)

School Advisory Forum (SAF) Report:

- Reported by SAF Chair (or SAC Chair)
 - o Upcoming North Area Advisory Council Meeting Dates:

School Advisory Council (SAC)

Agenda and Minutes

F.S.001.452, SB Policy 1403, Robert's Rules of Order

- Thursday, October 16, 2025
- Thursday, November 20, 2025
- Thursday, December 18, 2025
- Thursday, January 15, 2026
- Thursday, February 19, 2026
- Wednesday, March 11, 2026
- Thursday, April 16, 2026
- Thursday, May 21, 2026

- September 2025 Meeting Minutes (Key Highlights)
 - ESE Advisory Council: Transportation, Cameras in ESE Classrooms, etc.
 - FOCUS Support: Setting Up Parent Portal Accounts, Paperless Forms, Conflicts, etc.
 - Banners: Design Guidelines, Ongoing Discussions, etc.
 - School Nurses: Background and Concerns, Cluster Model of Coverage, Legal and Health Requirements, etc.
 - School Lunches: Free lunch ended 9/22/2025.

5. **Presentation:**

School News and Events:

- No School (Yom Kippur) – Thu. 10/2
- 5th Grade Halloween Gram Sales – Wed. 10/1 thru Fri. 10/24
- Start With Hello (Wear Green) – Mon. 10/6
- FTE Week – Mon. 10/6 thru Fri. 10/10
- Fire Prevention Week – Mon. 10/6 thru Fri. 10/10
 - KG Firetruck Visit (Bus Loop) – Tue. 10/7
- Early Release Day (Dismissal @1:00pm) – Fri. 10/10
- End of Quarter 1 – Fri. 10/10
- No School (Employee Planning Day) – Mon. 10/13
- Scholastic Book Fair (Media Center) – Tue. 10/14 thru Fri. 10/17
- Trunk or Treat – Fri. 10/17
- No School – Mon. 10/20
- Picture Make-Up Day – Tue. 10/21
- Q1 Report Cards Available in FOCUS – Tue. 10/21
- 3rd Grade Award Assembly (@ 9am) – Tue. 10/21
- 5th Grade Award Assembly (@ 9am) – Wed. 10/22
- 4th Grade Award Assembly (@ 10am) – Wed. 10/22
- Autumn Showcase – VPAT – Thu. 10/23
- Think B4U Post Student Assemblies (4th/5th Graders) – Fri. 10/24

School Advisory Council (SAC)

Agenda and Minutes

F.S.001.452, SB Policy 1403, Robert's Rules of Order

- Be The 1 Student Assemblies (3rd/4th/5th Graders) – Thu. 10/30
- VPAT Dance-a-Thon – Fri. 10/31
- Start With Hello (Wear Green) – Mon. 11/3
- General Election (Media Center) – Mon. 11/3
- Eagle Pointe Orchestra Visit (Auditorium) – Wed. 11/5
- 5000 Role Models of Excellence Student Induction Ceremony – Fri. 11/7 @9am-11am (Auditorium)

6. Unfinished Business:

- 2025-2026 SAC Composition
 - o Demographics vs. Required Roles
 - o Update on Missing Positions (Recommended Proposals)
- BCPS SIP (Outline/Overview)
 - o School Info/Executive Summary
 - o School Budget Signature Page
 - o Early Warning Indicators
 - o Areas of Focus (4 SIP Goals)
 - o Title I Addendum
 - o K-12 Comprehensive Reading Plan
 - o Professional Learning Communities (PLC)
 - o Multi-Tiered System of Support (MTSS) Plan
 - o Annual School Counseling and Support Plan / Life Skills and Wellness (LSW) Plan
 - o School-wide Positive Behavior Plan (SPBP)
 - o Attendance Plan
 - o Best Practices in Inclusive Education (BPIE)
 - o Cognia eProve Survey Results (BCPS Customer Survey)
 - o Family and Community Engagement (FACE) Plan
 - o SAC Documentation / Upload Center (Updated Regularly)
- All stakeholder access to SIP will be forthcoming this month

F.S. 1001.452 (1) (d) (2)

7. New Business:

- Community Business Representatives:
 - o Equitable
 - Christian McKenna
 - Nicholas Morales
 - o Big Brothers Big Sisters
 - Claudia Zuniga-Zuleta
 - Christine Taylor
- Q & A / Open Discussions

8. Announcement:

School Advisory Council (SAC)

Agenda and Minutes

F.S.001.452, SB Policy 1403, Robert's Rules of Order











- The next School Advisory Council (SAC) meetings are:
 - o Wednesday, November 5, 2025 @3:30pm
 - o Wednesday, January 7, 2026 @3:30pm
 - o Wednesday, February 4, 2026 @3:30pm
 - o Wednesday, March 4, 2026 @3:30pm
 - o Wednesday, April 1, 2026 @3:30pm
 - o Wednesday, May 6, 2026 @3:30pm

9. Adjournment:

☆ SAC Sign in Sheet for North Andrews Garden ES (0521)



Date: 10/1/2025

Time: 3:30pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Boynton, RaShani	ESE Parent of a student at the school	No	Yes	
2	Budhoo, Fitzgerald	Community / Business Representatives	No	No	
3	Duhart, Catrice	Principal	Yes	No	
4	Geisler, Eileen	SAF Chair (or designee) Parent of a student at the school	No	Yes	
5	Giansanti, Jackeline	Community / Business Representatives	No	No	
6	Gomez, Michelle	Community School Representative (if applicable)	No	No	
7	Lopez, Carla	ESOL Parent of a student at the school	No	Yes	
8	Marc, Caleb	Gifted Parent of a student at the school	Yes	Yes	
9	McGill, Kimberly	BTU Steward (or designee)	Yes	No	
10	McKenna, Christian	Community / Business Representatives	No	No	
11	Smith, Thajuana	Non-Instructional Support Employees	Yes	No	
12	Tercha, Erica	Parent	No	Yes	
13	Torres, Amy	Teacher	Yes	No	
14	Tunon, Omar	Non-Instructional Support Employees	Yes	No	














Date: _____

Time: _____

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
15	Vassell, Jermaine	SAC Chair	Yes	No	
16	Yunez, Shirley	I-Zone Representative (must be a parent)	No	Yes	
17	Zuniga-Zuleta, Claudia	Community / Business Representatives	No	No	

Date: 10/1/2025

Time: 3:30pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Nicholas Mercedes				
2	David Tobin	yes	NO		
3	Innesia Nelson		YES		
4	Ramea Lister	yes	NO		
5	Thasucanw Lopez Smith	yes		Big brother's Big sister's	Thasucanw Lopez Smith 
6	Christine Taylor	NO	NO		
7	Cierra Rodriguez	yes	yes	N/A	
8	Thasasia Nelson	NO	yes		
9	Amy Jones	yes	NO		
10	Nikita Fields	yes	NO		Thasasia Nelson Amy Jones Nikita Fields 
11	Fabeta Hussien	yes	NO		
12	Taresa Sands	NO	yes		Jessie Cook 
13	BRADY TERCHA	N	YES		
14	Clarice Johnston	yes	NO		
15	Porsha Williams	yes	NO		
16					
17					
18					

SAC Minutes 10/1/2025

Meeting called to order at 3:31pm

Sign-In reminder

Quorum was met and verified by Mr. Vassell

Review of meeting norms

Approval of May and September Minutes – Motion Ms. Gomez, Second Ms. Boynton

In attendance: 13 voting members and 15 non-voting members

Principal's Report:

- One SESIR (School Environmental Safety Incident Reporting) event reported to the state
- Enrollment as of today: 687, projected enrollment for the 25-26 school year was 675
- Accountability Funds Available and will discuss at the November meeting more
- FTE week is Oct, 6 – 10, 2025
- Attendance Certificates
 - 114 perfect attendance for the month of September
 - Top awarded class was Ms. Morgan's 4th grade
- Upcoming events
 - Book Fair 10/14 – 10/17
 - 3:30pm – 6:30pm in the Media Center
 - Event put on by the parent engagement committee

Title – One Report:

- Title – One Report – Ms. Torres
 - Shared data analysis
 - Previous year's assessments
 - Change of instruction that will be implemented as a result of the analysis of this year's score in comparison to the end of last year.
 - Data Chats with grade levels had and the strategies and activities that will be used to increase student achievement. ELL group pull out and push ins, intervention walk to read grouping, instructional focus calendar tweaks.
 - Review of the Parent and Family Engagement Plan
 - Recruiting at least 3 parents to attend the monthly district Parent Training Academy workshops.
 - We have all classes with a teacher who meets all state requirements for state certification.

School Advisory Forum (SAF) Report – dates for upcoming meetings was shared

- September 2025 Meeting Minutes (Key Highlights)
 - ESE Advisory Council: Transportation, Cameras in ESE Classrooms, etc.
 - FOCUS Support: Setting Up Parent Portal Accounts, Paperless Forms, Conflicts, etc.
 - Banners: Design Guidelines, Ongoing Discussions, etc.
 - School Nurses: Background and Concerns, Cluster Model of Coverage, Legal and Health Requirements, etc.
 - School Lunches: Free lunch ended 9/22/2025

School News and Events

- Upcoming calendar events listed and discussed briefly – Mr. Vassel and Ms. LaPerna
 - Book Fair
 - Trunk or Treat 10/30/25 5:00 to 6:30pm
 - 5000 Role Model induction ceremony – 11/7/2025
 - Be The One Assemblies – 10/31/2025

Unfinished Business

- Election of new committee officers – Voting for and Approving of the following positions:
 - SAF Chair
 - ESOL parent
 - Gifted parent

New Business

- PTA interest – sign in sheet
- Equitable Business Partners – 2 in attendance
- Big Brothers/Big Sisters will be working with our Sunshine aftercare program students throughout the year every Wednesday. Students from Cardinal Gibbons High School will be the “BIGS” to our “LITTLES”.

Future SAC meeting dates for 2025-2026 school year:

First Wednesday of every month –

Nov. 5, 2025

Dec. no meeting

Jan. 7, 2026

Feb. 4, 2026

Mar. 4, 2026

Apr. 1, 2026

May 6, 2026

Meeting Adjourned at 4:11 pm Motioned by McGill, Seconded by Mckenna