

Miramar Elementary School

School Advisory Council

September 28, 2026, at 2:20 PM in the Media Center

AGENDA

- ✓ 1. Call to Order 2:20 PM.
- ✓ 2. Introductions + Welcome
- ✓ 3. Attendance Quorum met 8/10 members present
- ✓ 4. Approval of Minutes from Previous Meeting attached
- ✓ 5. Purpose of SAC & Roles & Responsibilities - hand out
- ✓ 6. School Improvement Plan Monitoring & Stakeholder Feedback Attendance Plan
- ✓ 7. Accountability Funds None available
- ✓ 8. SESIR Report - None
- ✓ 9. Old Business - None
- ✓ 10. New Business - Vote SAC Bylaws * SAC Chair + SAC Parent representatives
- ✓ 11. Principal's Report - 2 upcoming events in October
- ✓ 12. Announcements - FTE Enrollment is up!
- ✓ 13. Next Meeting 10/26/26
- ✓ 14. Adjournment 2:40 PM

Miramar Elementary School

School Advisory Council

September 28, 2026 at 2:20 PM in the Media Center

Call to order: 2:20 PM

Introductions & Attendance : Please make sure you sign in

- Marie Dumervil AP,
- Joanne Schlissel Principal
- Shuntill Demps. Non Instructional Staff
- Robert Pintavalle, BTU Representative
- Norah Janvier Community Representative ASP
- Jessica Camacho Pre K Parent
- Juanita Langford SAF Chair-absent
- James Marina, ESE Parent
- Farley Moise, Parent-absent
- Jancnelly Quezada, ESOL Parent
- Melissa Morris- SAC Chair

We had a quorum for this meeting 8/10

Read the minutes from the previous meeting on May 18, 2026 was read aloud and a motion to approve the minutes as is, came from Joanne Schlissel and was seconded by Shuntill Demp- Minutes approved.

Reviewed the handout for Roles & Responsibilities for SAC members. Members in attendance were asked if they had any questions or concerns. There was no further input from the staff, parents, and community members.

School Improvement Plan Monitoring and Stakeholder Feedback: Attendance Plan

- Shared Previous Data
- Shared New Data Goals
- Let parents know at every meeting we will review a component of our School Improvement plan. Today we discussed the Attendance Plan and shared what we are doing to increase attendance and what parents can do to help. There was no input from parents, staff, and community members. (Copy attached)

Accountability Funds- No information is available yet

SE\$IR- (School Environmental Safety Incident Reporting)

No SESIR incidents reported.

Currently we have 5 discipline referrals (4) are from 5th grade and (1) is from 4th grade.

Old Business-none

New Business- To Vote for new SAC Chair and other SAC parent representatives for 2026-2027 school year and to Vote for SAC Bylaws for 2026-2027.

A motion came from Joanne Schlissel to approve Melissa Morris as SAC Chair for the 2026-2026 school year. It was seconded by Shuntill Demps. It has been moved and seconded that Melissa Morris will be our sac Chair for the 2026-2027 school year-
Approved

A motion came from Joanne Schlissel to approve Jancnelly Quezada for the ESOL parent representative for SAC for the 2026-2026 school year. It was seconded by Shuntill Demps. It has been moved and seconded that Jancnelly Quezada will be our ESOL Parent Representative for the 2026-2027 school year-Approved

A motion came from Joanne Schlissel to approve James Marina for the ESE Parent Representative for the 2026-2026 school year. It was seconded by Shuntill Demps. It has been moved and seconded that James Marina will be the ESE Parent Representative for the 2026-2027 school year- Approved

The SAC Bylaws were read aloud and a motion to approve SAC Bylaws as is, came from Joanne Schlissel and was seconded by Shuntill Demp- SAC Bylaws for 2026-2027 was approved.

Principal's Report

Increase of enrollment means we will be able to hire 2 teachers, one for 3rd grade and one for Kindergarten. We are growing in excellence.

FTE: Week –Students must be in school at least one day during FTE period.

Upcoming fall school events:

- Vocabulary Parade using Science Words school wide 10/30
- Plan a Trunk or Treat event with staff, parents and community date TBA

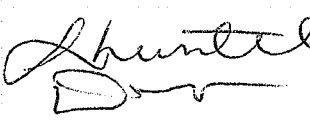
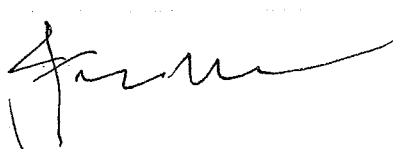
Next meeting: 10/26/2026

Adjournment: A motion was made to adjourn the meeting at 2:40 PM it came from Joanne Schlissel and was seconded by Shuntill Demps. Motion approved. Meeting was adjourned at 2:40 PM

★ SAC Sign in Sheet for Miramar ES (0531)

Date: 9/28/2026

Time: 2:20 PM

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Carracho, Jessica	Pre-K (if applicable - parent or certified teacher)	No	☒ Yes	
2	Demps, Shuntill	Non-Instructional Support Employees	☒ Yes	No	
3	Janvier, Norah	Community / Business Representatives , SAC Secretary	No	No	
4	Langford, Juanita	I-Zone Representative (must be a parent) , SAF Chair (or designee) Parent of a student at the school	No	Yes	
5	Marina, James	ESE Parent of a student at the school	No	☒ Yes	
6	Moise, Farley	Parent	No	Yes	
7	Morris, Melissa	SAC Chair , Teacher	☒ Yes	No	
8	Pintavalle, Robert	BTU Steward (or designee)	☒ Yes	No	Robert Pintavalle
9	Quezada, Jancnelly	ESOL Parent of a student at the school	No	Yes	

Date: 9-28-26

Time: 2:20

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
10	Schlissel, Joanne	Principal	<u>Yes</u>	No	

Print legibly

★ SAC Sign in Sheet for Miramar ES (0531)

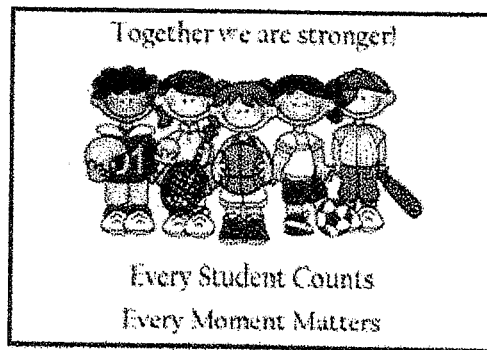
Date:

9/28/28

Time:

2:20

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Maxine Depass	Yes	Larone		Maxine Depass
2	MA. CRISTINA MERLAN	YES	McKenzie EMPRESS MERLAN		Maxine Depass
3	Melissa Morris	Yes			Maxine Depass
4	Kristie Stanley	yes			K. Staley
5	Dominique Williams	Yes	Avery Williams		D. Williams
6	Shantia	yes	ESP stewart		Shantia
7	Tamue Nelson	yes			Tamue Nelson
8	Tedie Haughton	Yes			Tedie
9	Jacqueline	NO			Jacqueline
10	Carole Foster	Yes			Carole Foster
11	Dominique Diment	Yes	NO		Dominique Diment
12					
13					
14					
15					
16					
17					
18					
19					
20					



Miramar Elementary School

School Advisory Council (SAC)

May 18, at 2:20 PM 2026 in Media Center

ALL PARENTS ARE INVITED!

- 1. Welcome/Introductions**
- 2. Principal's Message**
- 3. Budget Presentation**
- 4. Adjournment**
- 5. Next Meeting: August 2026**

Miramar Elementary School Advisory Council Meeting Minutes

May 18, 2026

Attendance:

Ms. Schlissel-Principal, Ms. Dumervil- Assistant Principal, Mrs. Vargas-5th Grade/SAC Chair, Ms. Demps- ESP staff (noninstructional employee), Ms. Etienne- 4th grade teacher, Ms. Jennifer Brown-IMT, Ms. Langford (ese parent), Ms. Nancy Ladoucer (Pre-K parent). There was no quorum.

Call to Order:

A meeting of the Miramar Elementary School Advisory Council was held in the school's media center on May 18, 2026. Mrs. Vargas motioned to open the meeting at 2:20 PM. Ms. Demps second motion. Mrs. Vargas recorded minutes for this meeting.

Agenda Items:

- Introductions of staff members (Ms. Dumervil, Mrs. Vargas, Ms. Demps, Ms. Etienne, Ms. Brown, Ms. Langford).
- Mrs. Dumervil welcomed everyone to our meeting. She shared out Tea Party event in April was a success. We are planning on making it an annual event including all primary grade levels. We still have testing going on. We have make-ups to conclude and 5th grade science tests on 5/21/26. No input provided by teacher, parent and community.

Proposed Budget for 26-27

- Mrs. Schlissel shared the Proposed Budget for the 26-27 school year. SAC and SAF Chair are to sign proposed budget. The budget being presented is a proposal. This number can change based on the number of students enrolled. We are projected to have 348 students next school year. The total projected allocation is 4,468,138.00. We lost 2 positions due to lower enrollment. We have a total of 14 teachers. We are getting 1 ASD class. We are adding and ASD coach and 1 SLP. We are increasing 2 TA due to increase in ASD cluster. School Accountability Funds will be given out at the beginning of next school year. If we get more students, we can get more teachers prior to October. A+ money is based on the number of students we

have and if we make the A. No input provided by teacher, parent and community.

Q&A

- No input provided by teacher, parent and community.

Next Meeting Date:

August 2026 in the Media Center at 2:20 PM.

Mrs. Vargas motioned to adjourn the meeting at 2:29 PM and Ms. Schlissel seconded the motion at 2:29 PM.

School Advisory Council (SAC) Roles and Responsibilities

SAC Position	Selection Process	Roles and Responsibilities	Contacts and Resources
Principal	The principal is a required member of SAC that does not have to be voted in.	- The <i>Principal</i> is responsible for: - providing leadership in the development, revision, implementation and monitoring the progress of the School Improvement Plan (SIP). - participating in the preparation of the school's annual budget and SIP (F.S.C. 1001.452). - ensuring the council is comprised of properly elected representatives. - collaborating with the SAC Chair/Co-chairs on determining meeting topics. - submitting the SIP to the district for school board approval. - keeping members informed of relevant policies and activities of the school, district and state. - facilitating the nomination and selection process for the Community/Business representative(s) on the SAC and presenting to the SAC Committee for approval. - representing the school as a voting member.	School Improvement: https://www.browardschools.com/Page/47653 SBBC Policy 1403, Section 10d (1)
Broward Teachers Union (BTU) Steward (or designee)	- BTU Steward or designee is a required member of SAC that does not have to be voted in. - The BTU President shall appoint one (1) teacher bargaining unit member from each school to serve on that school's SAC team. <i>BTU Article 15</i>	- The <i>BTU Steward or designee</i> is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - acting as a liaison between the teachers and the school. - relaying valuable information from BTU. - representing the teachers as a voting member.	Broward Teachers Union (BTU): http://www.btuonline.com/ School Improvement: https://www.browardschools.com/Page/47653 SBBC Policy 1403, Section 10d (1)
Innovation Zone (I-Zone) Representative (must be a parent)	- First, this person must be elected by their parent peer group to become a member of SAC. - Next, a nomination and vote for this position by the SAC Committee takes place during a regularly scheduled SAC meeting.	- The <i>I-Zone Representative</i> is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - attending and relaying valuable information from the Innovation Zone meetings. - representing the parents as a voting member of the SAC.	School Improvement: https://www.browardschools.com/Page/47653 SBBC Policy 1403, Section 10d (1) SBBC Policy 1402, Section 4a

**All membership requirements must be in accordance with F.S.C. 1001.452. The membership of each SAC will be approved annually by the School Board (F.S.C. 1001.42). Changes in the SAC Composition during the school year must be approved by the School Transformation Office and noted in the SAC meeting minutes (SAC Bylaws Article III). The SAC Composition must be updated to reflect the changes in BCP's Central.

School Advisory Council (SAC) Roles and Responsibilities

SAC Position	Selection Process	Roles and Responsibilities	Contacts and Resources
Exceptional Student Education (ESE) Representative (Parent of a student at the school) Position required if the school has <i>10 or more ESE students</i> .	- Required position on SAC - Elected by peer group (parents)	- The <i>ESE Representative</i> is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - acting as a liaison between the ESE parents and students with the school. - relaying valuable information from the ESE Leadership Council meetings. - representing the school's ESE community as a voting member.	Exceptional Student Education (ESE) Parent Contact: http://browardelseedvisorycouncil.com Email: ese.chair@gmail.com SBBC Policy 1403, Section 10d (1)
Gifted Representative (Parent of a student at the school) Position required if the school has <i>10 or more Gifted students</i> .	- Required position on SAC - Elected by peer group (parents)	- The <i>Gifted Representative</i> is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - acting as a liaison between the Gifted parents and students with the school. - relaying valuable information from the Gifted Advisory Council meetings. - representing the school's Gifted community as a voting member.	Gifted Advisory Council: http://giftedadvisorycouncil.ch2v.com/ Email: browardcounty@gac@gmail.com SBBC Policy 1403, Section 10d (1)
Pre-K Representative (Parent of a student at the school or a certified Pre-K teacher)	- Position required for schools that have "Pre-K" - Elected by peer group (parents or teachers)	- The <i>Pre-K Representative</i> is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - acting as a liaison between the Pre-K parents and students with the school. - representing the school's Pre-K community as a voting member.	School Improvement: https://www.browardschools.com/Page/47653 Early Learning: https://www.browardschools.com/domain/14483 Head Start/Early Intervention Services: https://www.browardschools.com/Domain/12440 SBBC Policy 1403, Section 10d (1)

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School Advisory Council (SAC) Roles and Responsibilities

SAC Position	Selection Process	Roles and Responsibilities	Contacts and Resources
Students (if applicable)	Required only at high schools and centers/technical schools	- The Student Representative is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - acting as a liaison between the student body and the school. - representing the school's student community as a voting member of SAC.	School Improvement: https://www.browardschools.com/Page/47653 SBBC Policy 1403, Section 10d (1)
Community School Representative (if applicable)	Position required for schools that have "Community Schools"	- The Community School Representative is responsible for: - participating in the development, revision, implementation and monitoring the progress of the SIP. - representing the Community School as a voting member of SAC.	School Improvement: https://www.browardschools.com/Page/47653 SBBC Policy 1403, Section 10d (1)
Officer on SAC: SAC Secretary	- Required position on SAC - First, this person must be elected by their peer group to become a member of SAC. - Next, a nomination and vote for this position by the SAC members takes place during a regularly scheduled SAC meeting.	- The SAC Secretary shall be responsible for: - maintaining all correspondence and notices of meetings. - recording and keeping the agenda, attendance and minutes of all meetings. - working in collaboration with the SAC Chair or Co-chairs to ensure minutes are recorded and filed promptly. - representing SAC as a voting member at the SAC meetings.	School Improvement: https://www.browardschools.com/Page/47653 SAC Bylaws: Article V, Section C Article VI, Section 2 and Section 3

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☆ School Info

School Name	Miramar ES (0531)	School Grade (2025 - 2026)	A
Title 1 School	Yes	School Improvement (SI)	No
School of Excellence	No	ESSA School	No
RAISE Reading Achievement Initiative for Scholastic Excellence	No		
Executive Summary			
CONFIDENTIALITY NOTE: Information posted to this website will be open to public view. Do not include student's personally identifiable data, which is confidential and protected by FERPA.			

☆ School Budget Signature Page

School Budget Signature Page

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
Budget-page-0531.pdf (_sip_all_plans/2027/0531_08262026_Budget-page-0531.pdf)	Marie-Dominique Price-Dumervil	8/26/2026		

☆ High Quality Instruction

Early Warning Indicators

Describe all intervention strategies employed by the school to improve the academic performance of students identified by the early warning system.

During the 2025-2026 school year we were strategic in using our ESP's and specials teachers to push in and give students the extra remediation needed to become proficient readers. We used Heggerty's and Horizons as our intervention resources depending on the students needs. All students were tested and based on those results they were pulled into those intervention groups as students grew more proficient other students came for intervention, so the groups stayed fluid. Teachers are moving students with quality Tier 1 instructions and small group is designed to meet the needs of every student. Through productive struggle students are encouraged to listen, model, think , speak and write. Attendance is crucial. Students can't learn if they are not here. The Guidance Counselor and the Social Worker worked diligently to provide students with incentives and supports for Attendance improvements.

Areas of Focus (Math, ELA, Science, Social Studies, Graduation Rate, Etc.)

Goal	Professional Development	Budget	Monitoring	Results
By June 2027 we expect 55% of our students in Grades K-2 (Baseline data in 25-26 52% of students in K-2 were considered proficient) will have received a level 2 or higher on the STAR Reading or FAST pm 3 test in Spring 2027			Monitoring will occur through data chats as we review student progress through assessments.	
Strategies				
Strategies 1	Use of Benchmark and approved intervention materials such as Heggerty's and UFLI			
Persons Responsible	Primary Classroom Teachers with over sight from Marie Dumervil			
Deadline	5/31/2027			
Strategies 2	Classroom Walk throughs with direct Feedback			

Persons Responsible	Marie Dumervil & Joanne Schlissel
Deadline	5/31/2027
Strategies 3	Data Chats to monitor what students are learning and how they are scoring on their assessments
Persons Responsible	Marie Dumervil & Joanne Schlissel
Deadline	5/31/2027

Mid-Year Reflection

By June 2027 5th Grade students will increase proficiency from 48% to 51% as measured by the 2027 SSA Teachers will be provided an opportunity to get training from the District Monitoring will occur through data chats as we review student progress through assessments.

Strategies

Strategies 1 Science Coach is pulling a small group based on the BOY Science data **Persons Responsible** Christina Pena- Science Coach **Deadline** 9/7/2026 **Strategies 2** 5th grade students get a remediation block in science where they can practice current 5th grade standards that the teacher has taught. **Persons Responsible** Ms. Vargas- 5th Grade Science Teacher **Deadline** 9/7/2027

Mid-Year Reflection

By June 2027 Miramar ES will raise the ELA Achievement from 69% to 72% as measured by the PM 3 FAST Assessment for Intermediate Grades in house; Teachers are highly encouraged to take District offered courses in SoR Monitoring will occur through Leadership Meetings when we debrief on data

Strategies

Strategies 1 Using Science of Reading to remediate areas of weakness **Persons Responsible** Glory Scollon **Deadline** 6/1/2027 **Strategies 2** Students are getting a double dose of small group instruction with the reading coach **Persons Responsible** Glory Scollon **Deadline** 9/7/2026 **Strategies 3** Data Chats to monitor what students are learning and how they are scoring on their assessments **Persons Responsible** Glory Scollon **Deadline** 9/7/2026

Mid-Year Reflection

Title I Addendum

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
MES-Title-1-26-27-0701_07282026_B1_Template_Addendum-MES-2627.pdf (_sip_all_plans/2027/0531_08242026_MES-Title-1-26-27-0701_07282026_B1_Template_Addendum-MES-2627.pdf)	Marie-Dominique Price-Dumervil	8/24/2026		
Miramar.pdf (_sip_all_plans/2027/0531_09252026_Miramar.pdf)	Michael Shorter	9/25/2026	Michael Shorter	9/25/2026

K-12 Comprehensive Reading Plan

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
Lit-Leaders-Meeting-Sign-in-Miramar-Elementary.pdf (_sip_all_plans/2027/0531_08252026_Lit-Leaders-Meeting-Sign-in-Miramar-Elementary.pdf)	Marie-Dominique Price-Dumervil	8/25/2026		
0531_08252026_School-Based-Reading-Plan-26-27-(1)-(1).pdf (_sip_all_plans/2027/0531_09142026_0531_08252026_School-Based-Reading-Plan-26-27-(1)-(1).pdf)	Marie-Dominique Price-Dumervil	9/14/2026		
26-27-SIP-CERP-Literacy-Leadership-Team-Contact-Information-26-27-(2).pdf (_sip_all_plans/2027/0531_09142026_26-27-SIP-CERP-Literacy-Leadership-Team-Contact-Information-26-27-(2).pdf)	Marie-Dominique Price-Dumervil	9/14/2026		
Agenda-LLC.pdf (_sip_all_plans/2027/0531_09232026_Agenda-LLC.pdf)	Marie-Dominique Price-Dumervil	9/23/2026		

Resources

- Broward K12 Comprehensive Reading Plan (_sip_all_plans_templates/2023/2022-23_Broward K12-Reading-Plan.pdf)
- World-Class Instructional Design and Assessment for ELL (<https://wida.wisc.edu/>)
- Can Do Descriptors for ELL (<https://wida.wisc.edu/teach/can-do/descriptors>)

- SWD Support Resources (<https://browardschools.instructure.com/courses/661066>)
- Framework For ELL Achievement ESSA (V2) (_sip_all_plans_templates/2020/Framework-for-ELL-Achievement_ESSA-V2.pptx)
- Supplemental Title III Materials List (_sip_all_plans_templates/2020/Supplemental-Title-III-Materials-List.doc)
- Tier I Core Instructional Factors for ELLs (_sip_all_plans_templates/2020/Tier-1-Core-Instructional-Factors-for-ELLs.pdf)

★ Safe and Supportive Environment

Professional Learning Communities (PLC)

PLC Meeting Schedule

PLC Name	Day(s) of Week	Week(s) of Month	Start/End Dates	Start/End Times	Grade
0531 PLC ELA K-5	Wednesday	2nd, 3rd, 4th	9/16/2026 - 5/15/2027	2:15 PM - 3:00 PM	Pre K, KG, 1, 2, 3, 4, 5

Multi-Tiered System of Supports (MTSS) Plan

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
25-26_Broward_Miramar-Elementary-School_SAM_Dashboard.pdf (_sip_all_plans/2027/0531_08052026_25-26_Broward_Miramar-Elementary-School_SAM_Dashboard.pdf)	Melissa Hallett	8/5/2026		
SAM-ResponseSummary-(3).pdf (_sip_all_plans/2027/0531_09082026_SAM-ResponseSummary-(3).pdf)	Marie-Dominique Price-Dumervil	9/8/2026		
Miramar-26-27-SAM-Scoring-Sheet-.pdf (_sip_all_plans/2027/0531_09082026_Miramar-26-27-SAM-Scoring-Sheet-.pdf)	Marie-Dominique Price-Dumervil	9/8/2026		
0531_09082026_Miramar-MTSS-Action-Plan-26-27-Final-(2).pdf (_sip_all_plans/2027/0531_09142026_0531_09082026_Miramar-MTSS-Action-Plan-26-27-Final-(2).pdf)	Marie-Dominique Price-Dumervil	9/14/2026		

CPS Team Meeting Schedule

Day(s) of Week	Week(s) of Month	Start/End Dates	Start/End Times
Tuesday Wednesday	2nd, 3rd, 4th	9/22/2026 - 4/16/2027	9:25 AM - 1:55 PM

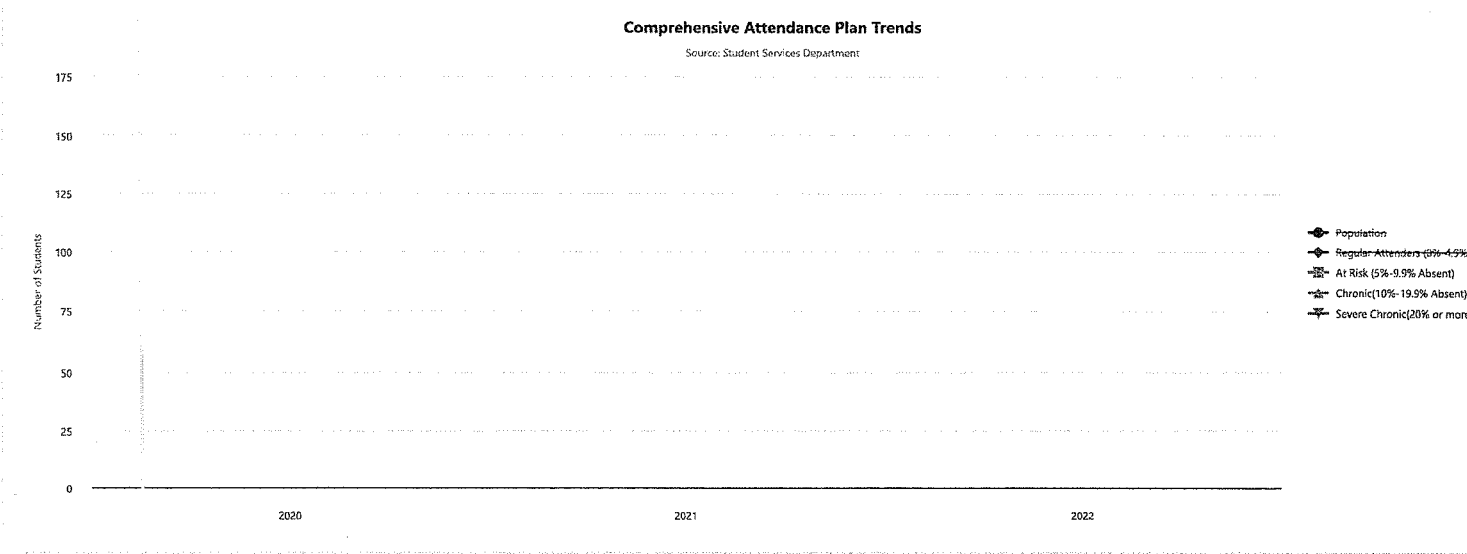
Social Emotional Learning (SEL) Plan

No files have been uploaded.

School-wide Positive Behavior Plan (SPBP)

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
Miramar-ES-SPBP-Template-2026-27-1.pdf (_sip_all_plans/2027/0531_08242026_Miramar-ES-SPBP-Template-2026-27-1.pdf)	Marie-Dominique Price-Dumervil	8/24/2026		

Attendance Plan



Total School AVG

School Year	Population	Regular Attenders (0%-4.9% Absent)		At Risk (5%-9.9% Absent)		Chronic (10%-19.9% Absent)		Severe Chronic (20% or more Absent)	
		Number	%	Number	%	Number	%	Number	%
2019 - 2020	520	308	59.23	143	27.50	55	10.58	14	2.69
2020 - 2021	537	272	50.65	105	19.55	89	16.57	71	13.22
2021 - 2022	521	185	35.51	158	30.33	131	25.14	47	9.02

Grade Level Breakdown

			Regular Attenders (0%-4.9% Absent)		At Risk (5%-9.9% Absent)		Chronic (10%-19.9% Absent)		Severe Chronic (20% or more Absent)	
School Year	Grade Level	Population	Number	%	Number	%	Number	%	Number	%
Attendance Type						School Goal				
File Name						File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date	
Miramar-Elementary-SIP-Attendance-Plan-26-27.pdf (_sip_all_plans/2027/0531_08242026_Miramar-Elementary-SIP-Attendance-Plan-26-27.pdf)						Marie-Dominique Price-Dumervil	8/24/2026	Jessica Overstreet	9/24/2026	

School Counseling Plan

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
ASCP-26-27.pdf (_sip_all_plans/2027/0531_08242026_ASCP-26-27.pdf)	Marie-Dominique Price-Dumervil	8/24/2026		

Equity Plan

No files have been uploaded.

2026 Student Achievement scores/2027 goals

Grade Joanne Schlissel, Miramar Elementary

School Name: Miramar Elementary		ELA		Math		Science	
Achievement 79Proficiency (0% - 100%)	State Results	2027	2026	2027	State Results	2026	
	69	72	78	81	48	51	
Learning Gains (0% - 100%)	2025	2027	2026	2027	3 rd grade proficiency 2026 70 2027 73		
	74	77	84	87			
				-			
Lowest Quartile Learning Gains (0% - 100%)	2025	2027	2026	2027			
	77	80	76	79			

Best Practices in Inclusive Education (BPIE)

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
0531_09132025_0531_09202024_7-Miramar-ES-School-BPIE-Assessment-Indicators-locked-2024-(2)-(1).pdf (_sip_all_plans/2027/0531_09142026_0531_09132025_0531_09202024_7-Miramar-ES-School-BPIE-Assessment-Indicators-locked-2024-(2)-(1).pdf)	Marie-Dominique Price-Dumervil	9/14/2026		

☆ Effective Communication

SAC Documentation

SAC Upload Center

File Name	Meeting Month	Document Type	Uploaded Date
SAC-&SAF-Joint.pdf (_sip_plan_sac/0531_09232026_SAC-&SAF-Joint.pdf)	September	A+ Funds	9/23/2026
SAF-&SAC.pdf (_sip_plan_sac/0531_09232026_SAF-&SAC.pdf)	September	SAF Meeting Dates	9/23/2026
SAC-only.pdf (_sip_plan_sac/0531_09232026_SAC-only.pdf)	September	SAC Meeting Dates	9/23/2026
SAF-only-dates.pdf (_sip_plan_sac/0531_09232026_SAF-only-dates.pdf)	September	SAF Meeting Dates	9/23/2026

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
Miramar-ES-BCPS-STUDENT-(Grades-3-5)-CUSTOMER-SURVEY-2026.pdf (_sip_all_plans/2027/0531_09082026_Miramar-ES-BCPS-STUDENT-(Grades-3-5)-CUSTOMER-SURVEY-2026.pdf)	Marie-Dominique Price-Dumervil	9/8/2026		
MiramarES-BCPS-SCHOOL-STAFF-CUSTOMER-SURVEY-2026.pdf (_sip_all_plans/2027/0531_09082026_MiramarES-BCPS-SCHOOL-STAFF-CUSTOMER-SURVEY-2026.pdf)	Marie-Dominique Price-Dumervil	9/8/2026		
Miramar-ESBCPS-PARENT-CUSTOMER-SURVEY-2026.pdf (_sip_all_plans/2027/0531_09082026_Miramar-ESBCPS-PARENT-CUSTOMER-SURVEY-2026.pdf)	Marie-Dominique Price-Dumervil	9/8/2026		

Family and Community Engagement (FACE) Plan

File Name	File Uploaded By	Upload Date	Locked/Reviewed By	Locked/Reviewed Date
FACE-SPACE-0531.jpg (_sip_all_plans/2027/0531_08252026_FACE-SPACE-0531.jpg)	Marie-Dominique Price-Dumervil	8/25/2026		

Miramar ES (0531) SCHOOL ADVISORY COUNCIL BY-LAWS

ARTICLE I. NAME

The name of this Council shall be the **Miramar ES (0531)** School Advisory Council.

ARTICLE II. PURPOSE

The primary objectives of the School Advisory Council (SAC) shall be to help identify needs and recommend programs of action. Through a community-wide commitment, the team will foster a positive learning environment, which sets high expectations and meets the diverse needs of the student body.

The School Advisory Council shall be a link between the school and the local community and will serve as a means for participatory management through which the various stakeholders in the school community may assist the school and the school may assist the community. The stakeholders are parents, business people, students, other community representatives, professional educators, and other school staff. The School Advisory Council shall be a resource to the school and school principal. School Advisory Council functions shall include:

- A. To facilitate the development of the School Improvement Plan (SIP)
- B. To monitor implementation of the SIP
- C. To evaluate the effectiveness of the SIP
- D. To provide assistance in the preparation of the school's annual budget
- E. To make recommendations as to the alignment of instructional staffing and instructional materials to support the SIP

The responsibilities and duties of the School Advisory Council will be in accordance with Florida State Statutes 1001.452 and Broward County School Board Policy 1403.

ARTICLE III. MEMBERSHIP

The School Advisory Council shall be representative of the ethnic diversity of the school's student population. In order to satisfy this requirement, the minimum standards for representation shall be as follows:

- Principal
- Teachers
- BTU Steward (or designee)
- Parents
- I-Zone Representative (must be a parent)
- SAF Chair (or designee) Parent of a student at the school
- ESOL Parent of a student at the school
- ESE Parent of a student at the school
- Gifted Parent of a student at the school
- Pre-K (if applicable – parent or certified teacher)
- Non-Instructional Support Employees
- Community / Business Representatives
- Students (required on high school & adult/technical centers—optional at the middle school)
- Community School Representative (if applicable)

A majority (more than half) of SAC members must not be employed by the Broward County School District. Required members include the school Principal, BTU Steward, School Advisory Forum (SAF) Chair (Co-Chair) or designee, Community School Representative, ESE, ESOL, and Gifted parent representatives, and students (if applicable). The ESE, ESOL, and Gifted representative must be a parent of a student at the school. One SAC parent member will be elected as an Innovation Zone (IZ) representative.

SAC members will be elected by their respective peer groups (parents elected by parents, teachers by teachers, etc.) Vacancies will be filled by special elections as needed in the same general manner. Changes in the SAC Composition during the school year must be approved by the School Transformation Office and noted in SAC meeting minutes.

If the elected team is not representative of the school community, as determined by the Principal and/or the Regional Superintendent, the district school board shall appoint additional members to achieve proper representation.

All stakeholders are invited to attend SAC meetings as non-voting participants without regard to membership on the SAC.

- Section 1. Voting: In accordance with the Sunshine Law, a vote of the membership will be taken. All votes must be conducted orally. All members of the Council shall have one vote each. A voting member must be present in person to vote. (See Section Article VI, Section 9.)
- Section 2. Term of Membership: Members of the SAC should attend SAC meetings on a regular basis. A SAC member will be removed from membership after two (2) unexcused consecutive absences from properly noticed SAC meetings. Vacancies will be filled as described above.
- Section 3. Length of Term: Members of the School Advisory Council shall be elected for year term(s).
- Section 4. Announcement of an election must be made to the various peer groups at least one week in advance. Announcements will be distributed in a manner that ensures the widest dissemination possible within the peer group.
- Section 5. Election of the faculty representatives will take place at a scheduled general faculty meeting.
- Section 6. Election of the parent representatives will take place at a scheduled general meeting of parents.

ARTICLE IV. OFFICERS

- Section 1. Officers of this committee will consist of and secretary.
- Section 2. The officers shall be elected annually at the meeting.
- Section 3: Installation of new officers will be held at the meeting of the school year.
- Section 4: If for any reason, an officer is unable to complete the term of office, a new election will be held at the next meeting.
- Section 5. Nominations of SAC Officers:
 - A. There shall be a nominating committee composed of three members who shall be elected by the School Advisory Council at a regular meeting. The committee shall consist of at least one, but not more than two, of current elected officers and the remainder from the general membership.
 - B. The nominating committee will present a slate of candidates for each office at which time nominations from the floor will be taken.
 - C. Nominations for officers will be made from the floor at a School Advisory Council meeting.

ARTICLE V: DUTIES OF THE OFFICERS

- A. The **Chairperson** shall preside at all meetings of the Council and will be an ex-officio member(s) of all committees except the nominating committee. The **Chairperson** will prepare an agenda at least 7 days in advance for all meetings. A copy of the agenda shall be provided to anyone who requests it. The **Chairperson** or designee shall represent SAC at Area Advisory meetings and as a voting member of the school's School Advisory Forum (SAF). The **Chairperson** will represent the SAC at District meetings and/or workshops and may

choose a designee to attend as necessary. The SAC **Chairperson** will sign the school's annual budget (per District Budget Guidelines) as an indication of SAC participation in both processes.

- B. The Secretary shall be responsible for all correspondence and notices of meetings. The Secretary shall keep the minutes of all meetings and assure that copies of the minutes are distributed in a timely manner to Council members. Minutes will be made available to any stakeholder who requests them. The Secretary will keep an accurate record of attendance at all meetings as well as a current roster of all stakeholders.

ARTICLE VI. MEETINGS

The School Advisory Council shall meet regularly and the schedule of meetings for the year will be determined and published in September for the current school year. The SAC and School Advisory Forum (SAF) will schedule a joint meeting semi-annually. Notification of all regular meeting places will be included in the minutes.

- Section 1. Guests: All meetings are open to the public under the Florida Sunshine Law; however, nonmembers / guests may not vote on School Advisory Council issues.
- Section 2. Attendance of SAC members will be kept for all meetings. The Secretary or a designee will take attendance. Attendance records will be sent to the Regional Superintendent.
- Section 3. Minutes of all meetings will be recorded by the Secretary or a designee. Minutes will be sent to the Regional Superintendent, kept on file at the school and posted for public view. Minutes of the previous meeting will be approved at the next meeting, with any additions or corrections noted.

Minutes will reflect all motions (including: maker of the motion, person seconding and the results of the vote) and any decisions made.

- Section 4. Special meetings may be called by the **Chairperson** or by notice of any three (3) members in writing to the **Chairperson**.
- Section 5. All scheduled meetings, meeting times, and places will be announced at least three days in advance. Any matter that is scheduled to come before the council for a vote requires at least 3 days advance written notice to all SAC members. Members must be advised of a change in the established date, time or location. All special meetings will require notification.
- Section 6. SAC meetings will be scheduled at times and locations convenient for all stakeholders (parents, students, teachers, business persons, and members of the community).
- Section 7. A quorum is the minimum number of members who must be present at a meeting for business to be conducted and for voting to take place. To establish a quorum, a majority of the membership of the council (more than half the members) must be present at the meeting.
- Section 8. SAC meetings will follow the approved agenda. Each item on the agenda will be discussed to the satisfaction of the members present. SAC meeting discussions will be restricted to those topics on the agenda. Other matters will be deferred to another SAC meeting, to the School Advisory Forum, the PTA/PTO, or the principal.
- Section 9. Voting will be conducted orally by asking all in favor to say "Yea" and those opposed to say "Nay". If there is any doubt as to whether or not there is a majority for or against the vote, a roll call must be taken. Voting on high-stakes issues such as Recognition Funds and Waivers shall be conducted by a roll call. All votes will become part of the minutes. Alternates and proxy votes are not permitted (per Florida's Sunshine Law). All votes will be scheduled early in the beginning of the agenda.

ARTICLE VII. COMMITTEES

- A. The **Chairperson** shall create such committees as may be required to promote the objectives of the School Advisory Council.
- B. Committees may include other stakeholders not belonging to the SAC.
- C. The SAC **Chairperson** an ex-officio member(s) of all committees except the nominating committee.

- D. All committees shall bring recommendations to the School Advisory Council at the monthly Council meeting.

ARTICLE VIII. UTILIZATION OF SCHOOL IMPROVEMENT FUNDS

- A. A portion of the Education Enhancement Trust Fund (lottery money) is distributed to the school (through the District) for the SAC to use for programs and projects to enhance school performance through the implementation of the SIP.
- B. Per the General Appropriations Act, Accountability Funds may not be used for capital improvements or for projects or programs with a duration of more than one-year. A principal may not override the selection of the use of the money.
- C. School-based decisions concerning the distribution of School Recognition Funds will be the responsibility of the SAC in accordance with procedures established by the District.

ARTICLE IX. SAC TRAINING AND ACTIVITIES

- A. SAC members will have opportunities to engage in training activities and workshops to build the team, orient new members, develop skills, assist in the annual budget process, and gain a better understanding as to their roles in the school improvement process.
- B. School-based accountability funds may be used to support appropriate training.
- C. Members of the SAC will take an active role in the development, implementation and evaluation of the School Improvement Plan. Members will participate in monitoring the progress of the SIP and will assist in completing a needs assessment each year to determine how best to revise the current SIP.
- D. The SAC will have access to the necessary data to successfully complete the SIP, including budgets, staffing levels, instructional materials, and test data. School personnel, as directed by the principal, may assist the SAC in gathering and interpreting data.
- E. The SAC and its officers will follow all District policies, state rules, and state statutes in conducting its business.

ARTICLE X. AMENDMENTS

- A. Bylaws must conform to the State of Florida statutes and the policies of the School Board of Broward County, Florida.
- B. Amendments to the bylaws will be approved by a majority of the SAC members. Bylaws will be reviewed and approved annually.

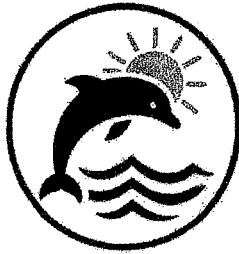
ARTICLE XI. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern (**Miramar ES (0531)**) School Advisory Council.

Annual Ratification 09/28/2026

Amended 09/28/2026





MIRAMAR

ELEMENTARY SCHOOL



ADVISORY COUNCIL (SAC) MEETINGS



2026-2027

DATES ARE:



9/28/26



2/22/2027



10/26/26



3/29/2027



11/30/26



4/26/2027



01/25/2027



5/17/2027



All meetings will be
held from
2:20 PM
to **3:00 PM.**



All meetings will
be held in the
MEDIA CENTER.

All Stakeholders
ARE INVITED TO ATTEND!



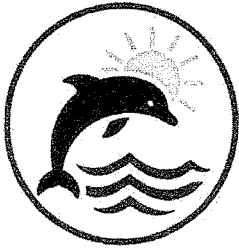
Miramar Elementary School

School Advisory Forum

September 28, 2026, at 2:40 PM in the Media Center

AGENDA

- ✓ 1. Call to Order
- ✓ 2. Introductions
- ✓ 3. Attendance *J.S. + SD ^{motion} ^{2nd} approved as is*
4. Approval of Minutes from Previous Meeting - *Approved*
- ✓ 5. Purpose of SAF & Roles & Responsibilities *shared handout*
- ✓ 6. Old Business
- ✓ 7. New Business- Vote on Bylaws and SAF Chair *motion made by Joanne Schlissel*
- ✓ 8. Principal's Report/Announcements
9. Next Meeting *10/26/26*
- ✓ 10. Adjournment *by 2:55* *seconded by Shuntill Demps*
approved



MIRAMAR

ELEMENTARY SCHOOL



ADVISORY COUNCIL (SAC) MEETINGS



2026-2027

DATES ARE:



9/28/26



10/26/26



11/30/26



01/25/2027



2/22/2027



3/29/2027



4/26/2027



5/17/2027



All meetings will be
held from
2:20 PM
to **3:00 PM.**



All meetings will
be held in the
MEDIA CENTER.

All Stakeholders
ARE INVITED TO ATTEND!



Miramar Elementary School

School Advisory Forum

September 28, 2026 at 2:40 in the Media Center

Call to order: 2:40 PM

Introductions & Attendance :

- Marie Dumervil AP,
- Joanne Schlissel Principal
- Shuntill Demps. Non Instructional Staff
- Robert Pintavalle, BTU Representative
- Norah Janvier Community Representative ASP
- Jessica Camacho Pre K Parent
- Juanita Langford SAF Chair-absent
- James Marina, ESE Parent
- Farley Moise, Parent-absent
- Jancnelly Quezada, ESOL Parent
- Melissa Morris- SAC Chair

We had a quorum for this meeting

The minutes from the previous meeting May 18, 2026 was read aloud and a motion to approve the minutes as is, came from Joanne Schlissel and was seconded by Shuntill Demp- Minutes approved.

Reviewed the handout for Roles & Responsibilities for SAF members. Members in attendance were asked if they had any questions or concerns. There was no further input from the staff, parents, and community members.

Old Business-none

New Business to Review and Vote of SAF Bylaws for 2026-2027. The SAF Bylaws was read aloud and a motion to approve the SAF Bylaws as is, came from Joanne Schlissel and was seconded by Shuntill Demp- SAF Bylaws for 2026-2027 was approved.

Principal's Report

Safety is our highest priority.

Discussed the addition of ESE District Staff who shares space here at Miramar Elementary School.

Please be on the lookout for notices about upcoming calendars.

Next meeting: 10/26/2026

Adjournment : A motion was made to adjourn the meeting at 2:55 PM it came from Joanne Schlissel and was seconded by Shuntill Demps. Motion approved. Meeting was adjourned at 2:55 PM

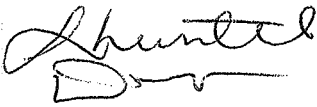
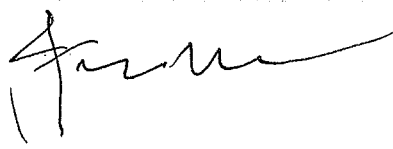
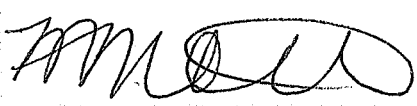
SAF**Sign in Sheet for Miramar ES (0531)**

Date:

9/28/2026

Time:

2:20 PM

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Camacho, Jessica	Pre-K (if applicable - parent or certified teacher)	No	☒ Yes	
2	Demps, Shuntill	Non-Instructional Support Employees	☒ Yes	No	
3	Janvier, Norah	Community / Business Representatives , SAC Secretary	No	No	
4	Langford, Juanita	I-Zone Representative (must be a parent) , SAF Chair (or designee) Parent of a student at the school	No	Yes	
5	Marina, James	ESE Parent of a student at the school	No	☒ Yes	
6	Moise, Farley	Parent	No	Yes	
7	Morris, Melissa	SAC Chair , Teacher	☒ Yes	No	
8	Pintavalle, Robert	BTU Steward (or designee)	☒ Yes	No	Robert Pintavalle
9	Quezada, Jancnelly	ESOL Parent of a student at the school	No	Yes	

Date: 9-28-26

Time: 2:20

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
10	Schlissel, Joanne	Principal	☒ Yes	No	

SAF

Print legibly

★ Sign in Sheet for Miramar ES (0531)

Date:

9/28/28

Time:

2:20

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Marine Depass	Yes	Larone		Marine Depass
2	MA. CRISTINA MERLAN	YES	McKenzie EMPRESS MERLAN		McKenzie
3	Melissa Morris	Yes			MORRIS
4	Kristle Stanley	yes			K. Staley
5	Dominique Williams	Yes	Avery Williams		D. Williams
6	Shuntia	yes	ESP stewart		Shuntia Stewart
7	Tamue Nelson	yes			Tamue Nelson
8	Tedie Haughton	Yes			Tedie
9	Jametta	NO			
10	Carole Foster	Yes			Carole Foster
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Miramar Elementary School

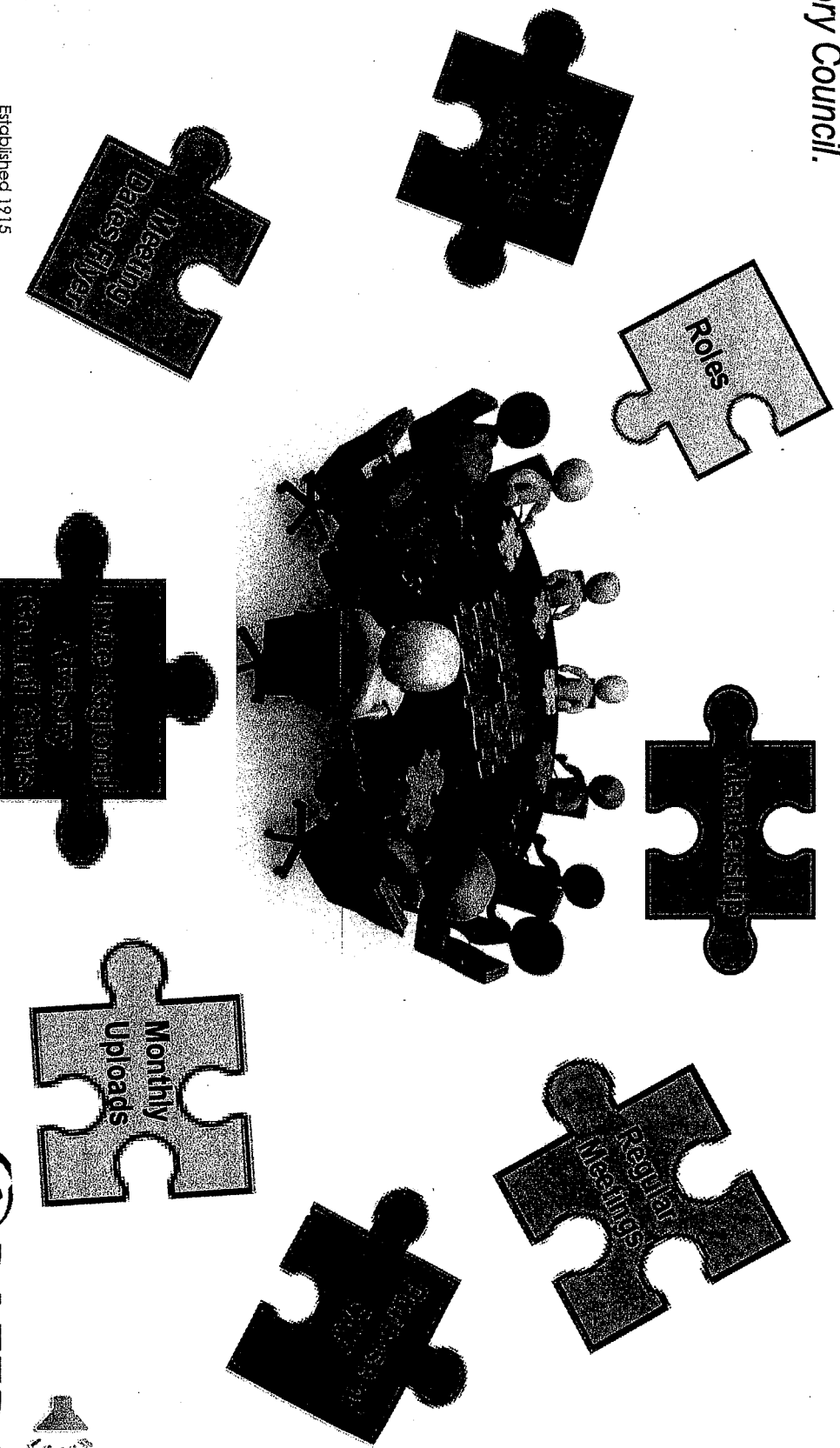
Roles & Responsibilities of School Advisory Forum (SAF)

The presentation states that SAF:

- Operates under SBBC Policy 6030 and serves as a communication link between stakeholders, the school, and the Regional Advisory Council. [26-27 Quar...PowerPoint | PowerPoint]
- Brings recommendations, concerns, and interests to and from the Regional Advisory Council. [26-27 Quar...PowerPoint | PowerPoint]
- Focuses on:
 - School programs
 - Student learning outcomes
 - School construction
 - District policies
 - School health and safety
 - District and regional advisory updates [26-27 Quar...PowerPoint | PowerPoint]
- Plans and implements parent and community programs and training activities
- Assists in identifying and coordinating community resources to improve student achievement and school effectiveness. [26-27 Quar...PowerPoint | PowerPoint]
- Must hold two joint meetings annually with SAC.

School Advisory Forum (SAF)

SBBC Policy 6030 (formerly 1.3): Every school shall have a School Advisory Forum (SAF) that shall foster and promote communication between its stakeholders, the school, and the Region Advisory Council. The SAF shall bring forth recommendations, concerns and interests to and from the Region Advisory Council.



Miramar Elementary School
SCHOOL ADVISORY FORUM
BYLAWS

ARTICLE I: NAME

The name of this forum shall be the **Miramar Elementary** School Advisory Forum (SAF). This Forum operates under Broward County School Board Policy 1.3: School Advisory Forum.

ARTICLE II: OBJECTIVES

Section 1: Mission Statement: The mission of the **Miramar Elementary** SAF is to foster and promote communication between its stakeholders, the school, and the Area Advisory Council. The SAF shall bring forth recommendations, concerns, and interests to and from their Area Advisory Council.

Section 2: Duties:

1. All duties will be advisory in nature, none of which will conflict with any of the powers and duties reserved by law, policy or administrative guidelines to the principal.
2. Actively participate with the School Advisory Council in identifying the educational needs and priorities of the school.
3. Actively participate with the principal in the preparation of the budget and reviewing the budget-related concerns after each FTE count.
4. Indicate awareness of the program and plans for the school by the signature of the chairperson on the budget when it is submitted for district budget preparation.
5. Assist in the identification and coordination of the use of community resources to improve student achievement and school effectiveness.
6. Address parent/community concerns; work with the administration to solve problems and to initiate desirable change.
7. Assist in increasing/sustaining high levels of community support for the school.
8. Assist in planning, developing and implementing parent/community programs and training activities.
9. Participate in joint training opportunities with the School Advisory Council.
10. In addition to individual School Advisory Forum meetings, hold semi-annual meetings jointly with the School Advisory Council.
11. The School Advisory Forum shall use guidelines developed by the district, develop and adopt procedural bylaws, conduct meetings in accordance with the Florida Sunshine Laws, and conduct meetings according to Robert's Rules of Order, Newly Revised.
12. As an apolitical organization, officers and members are prohibited from using their titles and/or their positions to endorse, or give the impression of endorsing candidates for public office. In addition, public monies and/or materials may not be used to endorse candidates or further their campaigns.

ARTICLE III: MEMBERSHIP

Section 1: Membership of the School Advisory Forum (SAF) shall be representative of the school community to include parents or guardians of the students enrolled in the school, students of the school, employees of the school, business partners of the school, community members and business people. Participation from all ethnic, religious, cultural, and socioeconomic backgrounds is welcome and encouraged.

Section 2: Voting Rights: Meetings are open to all but voting rights are granted only to members who are parents or guardians of the students who are enrolled in the school or matriculating to the school the following year, students of the school, employees of the school and business partners of the school. To vote at any meeting, members must sign in and show proof that they meet the above voting membership requirements, if requested.

ARTICLE IV: OFFICERS

Section 1: Officers. The officers shall be the Chairperson, Vice-Chairperson, and Recording Secretary. They should be elected annually at the final meeting of the school year but no later than the first meeting of the next school year.

Section 2: Eligibility: The Chairperson and the Vice-chairperson shall be a parent or custodial guardian of a student who will be enrolled and attending the school during their term of service and shall not be employed by the School Board of Broward County at the school where they will serve.

Section 3: Term of Office: Elected Officers shall serve a period of one year or until their successors have been elected. They may be re-elected to that office for 2 consecutive terms.

Section 4: Election of Officers: Nominations shall be taken in accordance with Article V, Section 2. The election shall be by a written and signed ballot when there is more than one candidate for any office. The ballots will be counted by a member of School Administration, a member of the Nominating Committee and a voting member of the Advisory Forum who is not on the ballot.

Section 5: Chairperson Duties. The Chairperson shall have the following duties:

- a. Preside at all the **Miramar Elementary School** SAF meetings;
- b. Sign all correspondence as well as, distribute all correspondence to the elected officers of the **Miramar Elementary School** SAF;
- c. Attend all Area Advisory Meetings
- d. Attend the School Advisory Council meetings as a voting member or appoint a permanent designee to attend the meetings;
- e. Act in a professional, prompt and organized manner at all times and,
- f. Represent the majority opinion of the Miramar Elementary School SAF.

Section 6: Vice-Chairperson Duties. The Vice-Chairperson shall have the following duties:

- a. Assume all the duties of the Chairperson in the event that s/he becomes incapacitated, unavailable, or must step down;

- b. Assist the Chairperson in performing his/her duties;
- c. Act in a professional, prompt and organized manner at all times.

Section 7: Recording Secretary Duties. The Recording Secretary shall have the following duties:

- a. Ensure the recording of minutes at each **Miramar Elementary School SAF**.
- b. Present the minutes at the next **Miramar Elementary School SAF** meeting for review.
- c. Retain copies of all minutes of any **Miramar Elementary School SAF** meetings and committees.
- d. Transmit the approved **Miramar Elementary School SAF** minutes to the Principal and to such other persons as the Forum may direct. Retain copies of all the **Miramar Elementary School SAF** correspondences, chairperson's reports, and meeting/committee reports

ARTICLE V: COMMITTEES

Section 1: The Chairperson will create such committees as may be required to promote the objectives of the **Miramar Elementary School SAF**. Once formed the committee members shall elect a Chairperson.

Section 2: Nominating Committee: The Chairperson will appoint a Nominating Committee at the general meeting no later than March. The Committee will consist of at least three members and always have an uneven number of members. At least one officer of the SAF shall serve on the Nominating Committee. The committee will elect a chairperson. The purpose of the Nominating Committee shall be to nominate one person to fill each elected position and to present this slate of officers at the general meeting where elections will take place. Additional nominations may be made from the floor when the elections are held. The Committee shall function according to Robert's Rules of Order, Newly Revised.

Section 3: Each Committee Chair shall have the duty to update the **Miramar Elementary School SAF**, as necessary, at the monthly general meeting.

ARTICLE VI: MEETINGS

Section 1: General Meetings: **Miramar Elementary School SAF** shall meet regularly with the time, date, and place of future meetings decided by the **Miramar Elementary School SAF** with the understanding that all meetings will be held in places that are easily accessible to the public. Notification of all regular meetings shall be included in the minutes and announced per Florida Sunshine State law.

The **Miramar Elementary School SAF** shall meet at least twice a year with the **Miramar Elementary School Advisory Council** with the time, date, and place of meeting to be determined by mutual agreement of the SAC and SAF. Notification of all special meetings shall be included in the minutes and announced per Florida Sunshine State law.

Section 2: Special Meetings:

- a. A special meeting may be called when it is deemed necessary to conduct the business of the forum. The Chairperson or a majority vote of the membership may call special meetings. Notification of all special meetings shall be included in the minutes and announced per Florida Sunshine State law.

ARTICLE VII: AMENDMENTS

These bylaws of the (name of school) SAF may be amended at any regular meeting by a two-thirds affirmative vote of those eligible voters in attendance, provided that the amendment has been submitted in writing at the previous meeting. Any amendment must conform to the Broward County School Board Policy for School Advisory Forums; Policy 1.3.

ARTICLE VIII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the **Miramar Elementary** School Advisory Forum.

Adopted

9/28/2026