



**Plantation Park Elementary
School Advisory Council**
SAC General Meeting
Plantation Park Elementary Media Center
September 25, 2025
5:30 p.m.



SAC September Meeting Notes

Call to Order/ Old Business

The meeting was called to order at 5:30 p.m. with informative discussions from the School Advisory Council, School Advisory Forum, and Parent-Teacher-Association. Attendance and a quorum must be met by 51% of SAC members attending in-person meetings. The September 25th meeting notes will be voted upon as approved or with revisions needed during the October 27th SAC meeting.

New Business/ Reports- Michelle Hartman, SAC Chair

- **FACE SPACE Overview**

(Family and Community Engagement/ Supporting Parents and Advancing Community Engagement)
FACE SPACE is a BCPS District Initiative whereby schools provide families with relevant and accessible information about services and opportunities available in their communities (i.e. Health and Wellness, Food Security Resources, Housing and Financial Support, Learning Opportunities, Family Support Services, and School Engagement Opportunities). The FACE SPACE board is located outside of the main office and clinic area (northside of the main building). The board will be updated monthly with new information for families.

- **SAC Purpose, Responsibilities, and Bylaws**

The primary objectives of the School Advisory Council include facilitating the development, monitoring, and evaluation of the *School Improvement Plan*. Likewise, assistance is provided in the preparation of the school's annual budget and recommendations are aligned to instructional staffing and materials that align to the *SIP*. SAC responsibilities and duties are in accordance with FL State Statutes 1001.452 and Broward County School Board Policy 1403. The School Advisory Council and School Advisory Forum will hold a joint meeting, and information will be furnished to members via the monthly meeting notes.

- **Membership Composition Numbers and Election**

The 2025-2026 SAC Composition includes BTU Steward/ Designee (Elizabeth Hagan), Community/ Business Representative (John Peach- i9 Sports, ESE Parent Representative (Amanda Castilla), Gifted Parent Representative (Mark Foxwell), I-Zone Representative (Alex Cosmino), Pre-K Representative (Kelli Hauser), Principal (Philip Bullock), SAC Chair (Michelle Hartman), SAF Chair (Mark Foxwell), Teacher Representative (Maurice Edwards), and Non-Instructional Support Representatives (Aglanta Dominique, Lou Griffin, and Dianna Hagan). Lana Comack will be serving as the SAC Secretary. All parent representatives were voted for unanimously.

Principal's Report- Mr. Philip Bullock, Principal

- **Accountability Funds**
Accountability funds from the previous school year (2024-2025) will be designated for non-capital improvements and aligns with the General Appropriations Act. More information will be forthcoming during future meetings.
- **Field Trips**
Students in 4th to 5th grades will have an opportunity to visit historical St. Augustine. This overnight field trip will enrich the students' knowledge of Florida history. 5th grade students will be attending Sea World in the Spring of 2026.
- **PTA Support**
The Parent-Teacher-Association under the direction of Amanda Castilla, President will be helping to support Plantation Park Elementary during the 2025-2026 school year. The PTA has helped to support an introductory garden program on campus and furnished the Teacher's Lounge with a Coffee and Tea station for all staff members to enjoy. A future initiative will be to upgrade the Teacher's Lounge.
- **Owloween Event**
Plantation Park Elementary will be having an Owloween event on October 24, 2025. Staff members (office, administration, Literacy Coach, ESPs, and teachers) will be in themed costumes handing out candy to ticket holders in 30-minute intervals. Tickets can be purchased prior to the event so that the number of attendees can be managed effectively. PTA will have food and game opportunities outside of the main building and an optional Scare Zone has been planned which can be termed as "not for the faint of heart."

Assistant Principal's Report- Mrs. Suzan DeMeo, Assistant Principal

- **School Improvement Updates: Attendance and Monthly Incentive**
A monthly incentive program has been established by administration to support consistent student attendance at Plantation Park Elementary School. Within the 2025-2026 SIP, four areas are essential to bridge the gap between non-attendance and consistent attendance- (1) Excused absence rate, (2) Students with attendance over 90%, (3) Total Chronic Absenteeism, and (4) Severe Chronic Absenteeism. Tier 1 implementation includes a *Schoolwide Attendance Campaign* followed by Tier 2-3 strategies for improving attendance. Parents of students who are absent a minimum of 5 days will receive directives via letter from school administration and an email notification.
- **SESIR (School Environmental Safety Incident Reporting)**
All staff in Broward County Public Schools have received training regarding the use of Centegix card systems. The card systems assist with crucial access to support during minor or major emergencies. Elementary to High School level personnel are working towards improving any challenges such as errors in use.
- **Schoolwide Behavior Plan**
Plantation Park Elementary's plan is to reduce the number of referable infractions for the current school year. The numbers show a positive outlook with no offenses during 1st Quarter to date.

Closing of the Meeting

The meeting was closed in due form at 6:40 p.m. The next regularly scheduled SAC/ SAF meeting will take place on October 27, 2025, at 2:30 p.m. in the Media Center.

2025-2026 Meeting Dates

Date	Time	Location
September 25, 2025	5:30 p.m.	P.P.E. Media Center (SAC/ SAF/ PTA)
October 27, 2025	2:30 p.m.	P.P.E. Media Center (SAC/ SAF)
December 1, 2025	2:30 p.m.	P.P.E. Media Center (SAC/ SAF)
January 26, 2026	2:30 p.m.	P.P.E. Media Center (SAC/SAF)
February 23, 2026	2:30 p.m.	P.P.E. Media Center (SAC/ SAF)
March 30, 2026	2:30 p.m.	P.P.E. Media Center (SAC/ SAF)
April 27, 2026	2:30 p.m.	P.P.E. Media Center (SAC/ SAF)
May 27, 2026	5:30 p.m.	P.P.E. Media Center (SAC/ SAF/ PTA)