School Advisory Council/School Advisory Forum
October 28, 2026
Hollywood Park Elementary Media Center at 2:30 pm

AGENDA

- → **Call to Order**
- → **Introductions and Attendance**
- → **Approval of September 2026 meeting minutes**
- → **Old Business**
- → **New Business**
  - **ILC/Media Center Collection Development Plan**
  - **School Board Policy 1070 – District Committees and Their Membership**
    - **Florida Sunshine Law**
    - **Florida Public Records**
    - **Code of Ethics for Public Officers and Employees**
  - **Florida School Recognition Program (A+ Funds) Awards**
- → **Reports**
  - **SIP Monitoring and Stakeholder Feedback**
    - **Title I Plan/Addendum**
  - **Accountability Funds**
  - **SESIR (School Environmental Safety Incident Reporting)**
- → **Announcements**
  - **Redefining Our School- Next Steps**
- → **Next Meeting Date**
  - **November 18, 2026**
- → **Adjourn**

Upcoming Dates

October 30th- Fall Festival Parade

November 2nd- Mock Online Voting

November 3rd- Teacher Planning Day

November 11th- Veteran's Day

November 18th- SAC/SAF Meeting 5:00PM

November 18th- Diversity Night 5:30PM

Contact Information:

Elena Cardet via email at elena.cardet@browardschools.com or 754-323-6250

Mission: To provide an environment conducive to collaboration and reflection for all students to thrive in a global society.



2026-2027 SAC Meeting Dates

~~**September 23, 2026 at 2:30 PM**~~

***October 28, 2026 at 2:30 PM**

November 18, 2026 at 5:00 PM

December 2, 2026 at 2:30 PM

January 27, 2027 at 5:30 PM

***February 24, 2027 at 2:30 PM**

March 31, 2027 at 2:30 PM

April 28, 2027 at 2:30 PM

May 26, 2027 at 2:30 PM

School Advisory Council/School Advisory Forum

Meeting Minutes

October 28, 2026

ATTENDEES:

Elena Cardet (SAC Chair); Patricia Nix (Secretary); Mr. Lindsay (Assistant Principal); Mrs. Markevich (Principal); Melissa D'Ambrosio (Teacher); Robyn Muir (SAF Designee); Mercedes Griffiths (Non-Instructional Support); Cassandra Scheigert (Parent); Maria Weaver (Teacher); Monica Grimaldo (Teacher); Bobbette Tanase (BTU Steward or designee); Karolyn Cruz-Williams (Teacher); Melinda Cartwright Porter (ESE Counselor); Elsia Page (Guidance Counselor); Tania McFarlane (Teacher)

PROCEEDINGS:

Welcome:

*Everyone was welcomed, and agendas were passed out.

Call to Order:

- A meeting of the Hollywood Park Elementary School Advisory Council, and School Advisory Forum was held in-person in the Media Center on October 28, 2026.
- Mrs. Cardet called the meeting to order at 2:30 pm. Mrs. Nix recorded minutes for this meeting.
- Motion to approve September 2026 meeting minutes by Ms.Tanase. Motion seconded by Mrs. Muir.

What is SAC?

- Facilitates development and monitors the progress of the annual School Improvement Plan (SIP).
- Allocates Accountability Funds to support the SIP goals and objectives.
- Actively participates in the preparation of the school's annual budget and plan (F.S.C.1001.452).

Robert's Rules of Order & Florida's Sunshine Law

- Only one subject may be before a group at one time.
- "Negative" motions are generally not permitted.
- All members have equal rights.
- Each item presented for consideration is entitled to a full and free debate.
- The rights of the minority must be protected but the will of the majority must prevail.

Florida's Sunshine Law

- **Government in the Sunshine**
    - Florida's public meetings law, section 286.011, Florida Statutes, commonly referred to as the Sunshine Law, provides a right of access to governmental proceedings at both the state and local levels. The law applies to both elected and appointed boards and to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action. The three basic requirements of the Sunshine Law are:
        1. meetings of public boards or commissions must be open to the public;
        2. reasonable notice of such meetings must be given; and
        3. minutes of the meetings must be taken.

School Board Policy 1070 – District Committees and their Membership

- In accordance to this policy; 3 videos were watched and discussed:
    - Florida Sunshine Law
    - Florida Public Records
    - Code of Ethics for Public Officers and Employees

ILC/Media Center Collection Development Plan

- Mission: To provide an environment that is conducive to collaboration and reflection in order for all students to thrive in a global society.
- **Statutory Compliance:** A Collection Department Plan establishes the framework for adhering to the mandatory state statute, requiring each district school board to adopt procedures for developing library media center collections and to post these procedures on each school's website.
- **District Alignment:** Aligns with BCPS 2022-2027 Strategic Plan Goals and Guardrails.
- **Supporting Curriculum:** The plan should directly connect library materials to the school's curriculum, ensuring students access relevant study resources.
- **Student Needs Assessment:** It considers students diverse needs, including reading levels, interests, and learning styles, to select materials that cater to a wide range of abilities.
- **Selection Criteria:** The plan outlines clear criteria for choosing materials, such as quality, accuracy, relevance, and alignment with school values.
- **Budget Management:** It helps allocate library funds effectively by prioritizing purchase needs based on identified gaps in the collection.
- **Collection Maintenance:** The plan includes procedures for discarding outdated or damaged materials and replacing the with current resources.
- **Community Engagement:** It involves collaboration with students, teachers, administration and parents to gather input on collection needs.
- A thorough analysis of the current media center collection at Hollywood Park Elementary indicates that the average of the collection is 2005 and the number of books per student is 20.7. The American Library Association has established a criteria for a highly effective media center that includes a ratio of 10 books available per student in the collection.
- Currently, HPE does meet the recommended standards for the number of books per student.
- In addition, the media center offers Open Media each morning from 7:40 am to 8:00 am for students who arrive at school early. This provides a welcoming environment where students can gently begin their day by engaging in creative, collaborative, and critical-thinking activities. STEM opportunities include building with LEGO bricks and other construction materials, drawing, puzzles, and hands-on problem-solving games. Students may also participate in strategy and critical-thinking activities, such as, dominoes, Boggle, and

other educational games that promote communication, creativity, and social interaction while fostering a positive start to the school day.

Title 1 Updates

- Mrs. Cruz-Williams addressed the committee.
- Dad's Challenge – Coming Soon
- The Title One Addendum 2026-2027 was reviewed
    - Comprehensive Needs Assessment
    - Highly qualified teachers
    - Coordination and Integration
    - ESOL Program
    - Professional Development for teachers
    - Homeless Program
    - Supplemental Academic Instruction
    - Violence Prevention Program
    - Nutrition Program
    - Housing Programs
    - Adult Education Programs
    - Career and Technical Education Programs
    - Job Training Program
    - Preschool Transition/Middle and High School Orientations
    - Additional programs and services.

Accountability Funds:

- The SAC develops and shares the process of requesting Accountability Funds with school staff.
- **A+ Funds:** $33,343
- Funds have not rolled in yet.

SESIR:

- Mrs. Cardet addressed the committee.
- SESIR stands for: School Environment Safety Incident Reporting
- No incidents.

Announcements:

- Referendum
- Redefining Our Schools - Next Steps
    - November 4, 2026: School Board Workshop 4 – Update on Community Input and Boundary Committee Recommendations – Final List of Schools to be Addressed with Proposed Change
    - November 5, 2026 – Superintendent's Final Recommendations Memo
    - December 15, 2026 – School Board Rulemaking Meeting
- **Parent Input:** Mrs. Muir inquired about the percentage of students who transition from PreK into an ASD classroom. She wants to bring that up at the next School Board meeting… Opening an ASD classroom at HPE would benefit our PreK students who need to matriculate into ASD classrooms.

SAF Updates:

- **TEDx Miramar**
    - The organization showed a video of their event highlighting the students who participated.
    - The organization is asking for the community to:
        - Subscribe to their YouTube channel: TEDx Miramar.
        - Asking any schools who have the following programs to help with marketing: screen, printing, graphic design, social media, etc.

- **Linewize powered by Qustodio (Presentation)**
    - Dana Rubenstein- presenter
    - Connected to digital safety and learning ecosystem
    - Gives Parents a way to see what their kids are doing online at home and at school.
    - Free for all parents
    - This contract just signed in August and it is for three years.
    - Currently in the pilot phase. Will survey Parents in spring to survey their opinions.
    - There is a parent university October 21, 2026 at 6 PM for this presentation.
    - Features for Parents:
        - Digital safety and well-being
        - View on my usage
        - Can set controls (time, pause, Internet, block websites)
        - Can receive daily and weekly reports via email
        - Compliance with COPPA & FERPA
    - Parents download Qustodio app
    - The rules and restrictions. The parents apply is not applicable during school days and school hours.
    - One parent at a time can control the settings.
    - Can be an English or Spanish
    - Shows block sites, web searches, YouTube activity, tracks time usage, school activity summary.
    - They do not sell the students data.
    - The link is located on the BCPS website. On the parent tab, Linewize is on the left side of the page.

- **Redefining**
    - Dr. Flemming said there might be more options in Pines and Miramar to be presented.
    - The boundary committee got their packet the night before this meeting.
    - The school board members might not be able to come to regional SAC meetings to speak on voting topics due to it might violate the Sunshine Law.

- **Screen Time**
    - No Screen Time in pre-K to first grade.
    - Iready shuts down at 3:30 PM.
    - A parent brought up a concern that kindergarten is not practicing on the computers, but they are taking the state test on computers. Not enough time for these students to become familiar with the computers.

- Apparently suggested for the district to create a survey for Parents to get feedback on electronic experiences and access to electronics.
- Screen Time was recently changed through a motion.
- A parent suggested instead of a specific time turning off Iready, there should be a certain amount of hours max each student is allowed on the program.

DAC as a subcommittee for elementary Screen Time

Next Meeting: November 18, 2026 at 5:00 pm.

Mrs. Cardet motioned to adjourn the meeting at 3:25 pm. Motion carried unanimously.

Minutes were submitted by Mrs. Nix.

Approval Date: October 28, 2026

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☆ SAC Sign in Sheet for Hollywood Park ES (1761)
& SAF (Joint Mtg)

Date: 10/28/26

Time: 2:30 PM

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Cardet, Elena	SAC Chair	Yes	No	Elena Cardet
2	Crespo, Anel	Parent	No	Yes	
3	Griffiths, Mercedes	Non-Instructional Support Employees	Yes	No	Mercedes Griffiths
4	Grimaldo, Monica	Teacher	Yes	No	M Grimaldo
5	Jones, Tywon	Community / Business Representatives	No	No	
6	Markevich, Galina	Principal	Yes	No	
7	Muir, Robyn	SAF Chair (or designee) Parent of a student at the school , I-Zone Representative (must be a parent)	No	Yes	
8	Nix, Patricia	SAC Secretary , Pre-K (if applicable - parent or certified teacher)	Yes	No	
9	Perez, Diana	Parent	No	Yes	
10	Scheigert, Cassandra	Parent	No	Yes	
11	Tanase, Bobbette	BTU Steward (or designee)	Yes	No	

Date: 10/28/26

Time: 2:30 PM

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
12	Torrealba, Maria Elena	ESE Parent of a student at the school , ESOL Parent of a student at the school	No	Yes	
13	Valliere, Jennifer	Community / Business Representatives	No	No	

☆ SAC Sign in Sheet for Hollywood Park ES (1761)

Date: 10/28/26 Time: 2:30 PM

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Karolyn Gwz Williams	✓			
2	Antonio Lindsay	✓			
3	Melinda Cartwright	✓			
4	Melissa D'Ambrosio	✓			
5	Tania McFarlane	✓			
6	Mara Weaver	✓			
7	Elysia Page	✓			
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