

Cypress Run Education Center
SCHOOL ADVISORY COUNCIL (SAC) AGENDA

January 6th 2026 at 4:00pm

Meeting Location School Library / Media Center

- I. Roll Call to Establish Quorum
- II. Approval of Minutes from Previous Meeting November 4th & December 2nd (Information pages 2-4)
- III. School Environmental Safety Incident Reporting (SESIR)
- IV. SAC Fund Current Balance None
- V. Media Center Collection Development Plan
- VI. Additional Agenda



Mark your calendar for future meetings:

SAC Meeting Schedule:

All meetings are conducted the first Tuesday of each month at 4pm

September 02 2025	October 07 2025	November 04 2025
December 02 2025	January 06 2026	February 03 2026
March 03 2026	April 07 2026	May 05 2026

**Cypress Run Education Center
SCHOOL ADVISORY COUNCIL (SAC) Meeting Minutes
November 4th 2025 at 4:00pm**

Attendance: (QUORUM ATTAINED)

Dr. Dean Belter
Ms. Davida Britt
Ms. Ketorah Irving
Ms. Janet Jackson
Mr. Gowan Johnson
Ms. Emmanuella Othello
Mr. Joel Tutein
Ms. Yuping Yang
Mr. Michael Jones
Mr. Ethan Li

Call to Order:

A meeting of the Cypress Run Education Center School Advisory Council was held within the schools' library / media center on 11/04/2025. Dr. Belter called the meeting to order at 4:00PM. Mr. Johnson recorded minutes for this meeting.

Minutes:

Dr. Belter motioned to approve the minutes of 09/2/2025 & 10/07/2025 SAC meetings and Mr. Johnson seconded the motion, with the following corrections (None needed).

Meeting Minutes Today November 4, 2025:

- Discussion of School Environmental Safety Incident Reporting (SESIR):
 - Ms. Jackson discussed the process of how information is reported, what is reported, and where to find such information.
- Discussion of SAC Fund Current Balance:
 - Dr. Belter discussed the SAC fund current balance has not been established thus far per the district but will be updated as soon as available.
- SAC Funds Discussion and voting:
 - Before voting took place to release SAC funds, the following provides the details agreed upon last meeting and reviewed for clarification to answer questions or concerns.
 - A discussion ensued pertaining to how SAC funds would be used. An agreement was established the previous SAC meeting 10/07/2025 that 50% of SAC funds would be used for purchase of Testing Department incentives and/or materials for the remainder of the school year. In addition, 25% of SAC funds would be used for the Administrative Department in relation to PBIS incentives and or rewards. Finally, for the school Counseling Department 10% and for the Family Counseling Department 15% of the SAC funds would be used for incentives and or materials provided during counseling.
 - Furthermore, it was agreed any un-used requested SAC funds will be dispersed for Testing Department incentives and/or materials if not used. The previous mentioned

information concerning un-used SAC funds will go into effect by Thursday March 13th, 2026, at 3:45pm.

- A vote was taken to release SAC percentage fund amounts for the previous information mentioned. Ten out of ten SAC members present at this meeting voted yes to the requests and conditions to release SAC funds.
- Additional Agenda:
 - No additional agenda.
- The meeting was adjourned at 4:31pm.

**Cypress Run Education Center
SCHOOL ADVISORY COUNCIL (SAC) Meeting Minutes
December 2nd 2025 at 4:00pm**

Attendance: (QUORUM NOT ATTAINED)

Dr. Dean Belter
Ms. Ketorah Irving
Ms. Janet Jackson
Dr. Roseta Mighty

Call to Order:

A meeting of the Cypress Run Education Center School Advisory Council was held within the schools' library / media center on 11/04/2025. Dr. Belter called the meeting to order at 4:00PM. Dr. Belter recorded minutes for this meeting.

Minutes:

Dr. Belter could not achieve approval of the previous meeting minutes of 11/02/2025 SAC meeting because quorum could not be attained.

Meeting Minutes Today December 2, 2025:

- Discussion of School Environmental Safety Incident Reporting (SESIR):
 - Dr. Belter discussed the process of how information is reported, what is reported, and where to find such information.
- Discussion of SAC Fund Current Balance:
 - Dr. Belter discussed the SAC fund current balance and as of now the balance is zero funds available.
- Additional Agenda:
 - No additional agenda.
- The meeting was adjourned at 4:24pm.