



# Sea Castle Elementary

## School Advisory Forum (SAF)

### Meeting Minutes

#### October 1, 2025

### 1. Call to Order

The meeting was officially called to order at 4:00 PM by Chair Antoinette Bailey. She welcomed all attendees and expressed appreciation for their continued dedication to supporting student success and community engagement.

### 2. Welcome and Opening Remarks

Chair Bailey offered brief opening remarks, emphasizing the importance of collaboration among parents, faculty, staff, and district representatives to ensure that the needs of all students and families in the South Area are met effectively. She thanked those in attendance for their participation and involvement.

### 3. New Business

#### a. Election of South Area Advisory Chair

On September 17, 2025 the floor was opened for nominations for the position of South Area Advisory Chair. Nominations were held at Pines Collegiate Academy 6-12. Antoinette Bailey was nominated and elected to the position through a majority vote. Attendees offered their congratulations, and Ms. Bailey expressed gratitude for the opportunity to serve in this leadership capacity. She shared her commitment to fostering open communication, inclusive practices, and student-focused advocacy throughout the school year.

#### b. Review of Sea Castle Bylaws

The group reviewed the existing Sea Castle Elementary School Bylaws to ensure they were current and aligned with district and state requirements. After a thorough discussion, no changes, amendments, or additions were proposed. The committee agreed to revisit the bylaws periodically to ensure continued relevance and compliance.

#### c. District Website Update

An update was provided regarding the newly launched Broward County Public Schools (BCPS) district website, which debuted over the summer. The site features a modernized design, enhanced navigation tools, and improved accessibility features designed to better serve students, families, and staff. The district continues to work on uploading remaining content and ensuring all functionalities are active and user-friendly. Attendees were encouraged to explore the new website and provide feedback to help improve the user experience.

#### **d. BCPS Customer Care Program**

A presentation was given on the BCPS Customer Care Program at the South Area Advisory meeting on September 17, 2025. This program aims to streamline communication and strengthen the connection between the school district and the community it serves. The program outlines a three-step process for addressing questions, concerns, or complaints:

1. Step 1: Contact your child's school directly for assistance.
2. Step 2: If the issue is not resolved, escalate the concern to the school principal.
3. Step 3: For additional support, contact the Regional Superintendent or Assistant Superintendent's Office.

Community members were encouraged to utilize the BCPS CARES online submission form available at: [www.browardschools.com/BCPSCARESForm](http://www.browardschools.com/BCPSCARESForm). The program is designed to ensure that every voice is heard and that every concern is addressed in a timely and respectful manner.

#### **e. Title I / Federal Programs Update**

The Title I Department has undergone a rebranding and is now operating under the name Federal Programs. A key upcoming event was announced the launch of the Dad's Challenge, a family engagement initiative aimed at strengthening the bond between fathers/father figures and their children.

Event: Dad's Challenge – A Day of Adventure & Bonding

Date: Saturday, October 4, 2025

Time: 10:00 AM

Location: William Dandy Middle School, Fort Lauderdale

This exciting event invites dads and male role models to participate in fun, interactive challenges with their children, creating lasting memories while emphasizing the importance of parental involvement in education. The event promises an atmosphere of teamwork, encouragement, and community spirit.

Attendees were encouraged to spread the word within their school communities and support the event by encouraging participation.

#### **4. Questions and Comments**

There were no questions or comments submitted by attendees at this time. All agreed that the meeting content was informative and appreciated the updates shared by district and community leaders. The next South Area Advisory meeting is scheduled for November 5, 2025, at 3:15 PM. This will be a joint meeting with the School Advisory Council (SAC). All members are encouraged to attend and invite fellow stakeholders.

#### **5. Adjournment**

With no further business to address, the meeting was adjourned at 4:10 PM by Chair Antoinette Bailey, with a motion seconded by Monique Donovan. The Chair thanked everyone for their attendance and ongoing commitment to student achievement and community partnership.