CHAPEL TRAIL ELEMENTARY SCHOOL

Joint School Advisory Council (SAC) and School Advisory Forum (SAF) Meeting Agenda

Tuesday, October 6, 2026
2:15 PM • Planetarium

1. Call to Order
2. SAC Elections (iZone Parent Representative)
3. Approve Minutes from September 22nd Meeting
4. School Environmental Safety Incident Reporting (SESIR)
5. Accountability Funds and Requests
6. School Improvement Plan Monitoring and Stakeholder Feedback
7. Principal's Update
8. School Advisory Forum Updates
9. Open Forum
10. Announcements
11. Next Meeting
    Date: Wednesday, November 4, 2026
    Time: 2:15 PM
    Location: Planetarium
12. Adjournment

LEAVING TRACKS OF EXCELLENCE EVERYWHERE WE GO...
EVERY STUDENT. EVERY DAY. EVERY STEP OF THE WAY.

☆ **SAC Sign in Sheet for Chapel Trail ES (2961)**

	Date: 10/6/26		Time: 2:15pm		
#	**SAC Member Full Name**	**Position**	**SBBC Employee**	**Parent of Student**	**Sign Here**
1	Blocker, Frances	Teacher	Yes	No	Frances Blocker
2	Carrillo, Lourdes	BTU Steward (or designee)	Yes	No	
3	Cedano, Danny	Parent	No	Yes	
4	Cento Hernandez, Christine	SAF Chair (or designee) Parent of a student at the school , Gifted Parent of a student at the school	No	Yes	Christine Cento Hernandez
5	Cleare, Tameeka	Non-Instructional Support Employees	Yes	No	Tameeka Cleare
6	Greetham, Robert	Parent	No	Yes	
7	LaCroix, Gina	SAC Chair	Yes	No	Gina LaCroix
8	Mattis, Casey	ESE Parent of a student at the school	No	Yes	
9	Max, Kristen	SAC Secretary	Yes	No	
10	Moody, Terry	Non-Instructional Support Employees	Yes	No	
11	Moreno, Diana	Teacher	Yes	No	
12	Musarra, Adriana	Parent	No	Yes	

	Date: 10/16/26		Time: 2:15pm		
#	**SAC Member Full Name**	**Position**	**SBBC Employee**	**Parent of Student**	**Sign Here**
13	Rivas, Sandra	Parent	No	Yes	
14	Robis, Jovanne	I-Zone Representative (must be a parent)	No	Yes	
15	Rosa, Abrianna	Community / Business Representatives	No	No	
16	Rosero, Ana	ESOL Parent of a student at the school	No	Yes	
17	Salazar, Paola	Parent	No	Yes	
18	Setticase, Jeannie	Pre-K (if applicable - parent or certified teacher)	No	Yes	
19	Suarez, Susan	Principal	Yes	No	

☆ SAC Sign in Sheet for Chapel Trail ES (2961)

	Date: 10/6/26		Time: 2:15pm		
#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Melissa Haggit		ASP Co. Director	A/C	
2	JANINE BROWN				
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School Advisory Meeting (SAC) Minutes
Chapel Trail Elementary
Date: Tuesday, October 6, 2026
Time: 2:15 PM
Location: Planetarium

I. Welcome & Call to Order

- Gina LaCroix called the meeting to order at 2:20 PM.

II. Introductions

- Members Present:
  Frances Blocker
  Christine Cento Hernandez
  Tameeka Cleare
  Gina LaCroix
  Danny Cedeno
  Diana Moreno
  Sandra Rivas
  Lourdes Carrillo
  Robert Greetham
  Susan Suarez
  Kristen Max
  Casey Mattis
  Adriana Musarra
  Jovanne Robis
  Ana Rosero
- Guests:
  Melissa Haggit – ASP
  Janine Brown p

- Quorum Met: Yes

III. Election of I-Zone Representative

- Jovanne Robis was nominated for I-Zone Parent Representative.
- Gina LaCroix requested a motion to vote to nominate the I-Zone Parent Representative. Christine Hernandez motioned to vote for the I-Zone Parent Representative. Casey Mattis seconded the motion. A vote was taken. All members present voted "Aye." There were no "Nays."
- Motion carried. Jovanne Robis was elected as the I-Zone representative.

IV. Approval of Minutes

- The minutes from the September 22, 2026 meeting were reviewed.

- Gina LaCroix requested a motion to approve the September 22nd meeting minutes. Sandra Rivas motioned to approve the minutes from September 22, 2026, with no corrections. Christine Hernandez seconded the motion.

V. School Environmental Safety Incident Reporting (SESIR)

- Zero safety incidents reported

VI. Accountability Funds and Requests

- School Accountability Funds: Funds are not yet available
- There are currently no requests to use funds.

VII. School Improvement Plan and Stakeholder Feedback

- ESSA subgroups - Students with disabilities (Grades 3-5)
    - By June of 2027, the students with disabilities subgroup will increase their proficiency from 39% as measured by the FAST PM3 in May 2026 to 43% as measured by the FAST PM3 in May 2027.
- ELA (Grades 3-5)
    - By June of 2027, students in grades 3-5 will increase their ELA proficiency to 78% as measure by FAST PM3 ELA in May 2027 from 75% as measure by FAST PM3 ELA in May 2026.
- Gina LaCroix opened the floor for feedback.
    - Sandra Rivas asked if we would have Gator Camps this year to provide additional support to our students.
        - This is something that will be decided after PM2 data. PM2 data will guide how many teachers are needed and who/how many students would benefit from additional, after-school support.
    - Casey Mattis asked what we were doing/changing to help students grow.
        - A Walk to Read model is being implemented in classrooms to provide students with targeted instruction during their intervention block. Students will be grouped with teachers based on the specific skill they need to develop. This allows teachers to focus on one skill during the 30-minute intervention block rather than addressing multiple skill deficits within the same group.

VIII. Principal's Update

- PM1 completed; data chats are being held. We are reviewing IEPs and ensuring that accommodations are being followed with fidelity in the classroom.
- Walk to read groups have been formed for students currently in RTI.
- Picture day tomorrow October 7, 2026
- Trunk or Treat – October 28, 2026
- Character Parade – October 30, 2026

IX. School Advisory Forum Updates

- AI program – the program to help them with essay ideas. If the student enters anything with self-harm etc. it will automatically notify the teacher.
- Not offered at elementary schools yet, only middle and high school
- Magic School: use AI to help IEP development

X. Open Forum

- The floor was opened for questions and comments. No questions or comments were presented.

XI. Announcements

- Next SAC Meeting: Wednesday, November 4, 2026, at 2:15 PM in the Planetarium
- APEX fundraisers kick off
- Red Ribbon Week October 26-30
- Trunk or Treat October 28. 2026
- Character Parade October 30, 2026

XII. Adjournment

- Gina LaCroix requested a motion to adjourn the meeting. Lourdes Carrillo motioned to adjourn. Frances Blocker seconded the motion.
- Meeting adjourned at 2:36 PM

Submitted by: Gina LaCroix
Recorder: Kristen Max
Position: SAC Secretary
Approval Date: