



**Chapel Trail Elementary School
School Advisory Council
19595 Taft St. Pembroke Pines, FL 33029**

**School Advisory Council Meeting Agenda
September 24, 2025
2:15pm
Planetarium**

Call to Order

Introductions

Creation of Nominating Committee

Election of Officers

Election of iZone Representative

Approve Minutes from May 6th Meeting

Ratify SAC By-Laws

Principal's Update

School Improvement Plan (SIP)

School Accountability Funds – Funds not available

School Recognition Funds – Funds not available

School Environmental Safety Incident Reporting (SESIR) – Zero

Upcoming School Events






Adjourn Meeting

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

Date: <u>9/24/25</u>		Time: <u>2:15pm</u>			
#	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	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
4	Cleare, Tameeka	Non-Instructional Support Employees	Yes	No	Tameeka Cleare
5	LaCroix, Gina	SAC Chair	Yes	No	Gina LaCroix
6	Mattis, Casey	ESE Parent of a student at the school	No	Yes	Casey Mattis
7	Max, Kristen	SAC Secretary	Yes	No	
8	Mesa, Yoslaine	I-Zone Representative (must be a parent) , Gifted Parent of a student at the school	No	Yes	Yoslaine
9	Moody, Terry	Non-Instructional Support Employees	<input checked="" type="radio"/> Yes	No	Terry Moody
10	Moreno, Diana	Teacher	<input checked="" type="radio"/> Yes	No	Diana Moreno
11	Munera, Isabel	Parent	No	Yes	

Date: 9/24/25

Time: 2:15pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
12	Musarra, Adriana	Parent	No	Yes	
13	Rivas, Sandra	Parent	No	Yes	
14	Rosa, Abrianna	Community / Business Representatives	No	No	
15	Salazar, Paola	ESOL Parent of a student at the school	No	Yes	
16	Setticase, Jeannie	Pre-K (if applicable - parent or certified teacher)	No	Yes	
17	Suarez, Susan	Principal	Yes	No	

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

#	Date: <u>9/24/25</u>		Time: <u>2:15pm</u>		Sign Here
	Full Name	SBBC Employee	Parent of Student	Community/Business	
1	Sandra Rivas		✓		
2	Abricanna Rose		✓	ASB	
3	Paola Salazar		✓		
4	Sara Crowther	✓	✓		
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Name of Organization: Chapel Trail Elementary School

Name of Group: School Advisory Council

Location: 19595 Taff Str. Pembroke Pines, 33029; Planetarium

Type of Meeting: General Meeting- 2:33 p.m.- Chapel Trail Elementary

May 6, 2025 - Tuesday

By Laws:

- April minutes approved, Blocker motioned, Moreno seconded.

Principal's Report:

Budget:

- Budget Projection- is not actual, it is done when FTE numbers are given and then positions are allocated.
- Pre-K= 3
- 1ST . - 3
- 2ND . - 3
- 3RD . - 3
- 4TH GR. - 5
- 5TH GR. - 4

CLUSTER- ASD- (4 CLASSES)

PRE-K -(PREK B AND PREK C)

Projected Allocations- they are all the same for administration, support, custodial or office staff.

SCHOOL ENVIRONMENTAL SAFETY INCIDENT REPORTING (SESIR)- ZERO

School Accountability Funds- \$ 112.00

School Recognition Funds: \$ 4,698.00

School Improvement Plan Monitoring

2025-2026 SIP PLANNING

- SIP planning for next school year will begin during the next meeting once all data has been collected and progress on goals has been analyzed.

Announcements:

- Volunteer Breakfast- May 16, 2025

Meeting adjourned at 2:51, Ms. Blocker motioned to adjourn meeting.

School Advisory Meeting (SAC) Minutes
Chapel Trail Elementary
Date: Wednesday, September 24, 2025
Time: 2:15 PM
Location: Planetarium

I. Welcome & Call to Order

- Mrs. LaCroix called the meeting to order at 2:15 PM, seconded by Christine Hernandez.

II. Introductions

- Members Present:
Frances Blocker
Christine Cento Hernandez
Tameeka Cleare
Gina LaCroix
Casey Mattis
Yoslaine Mesa
Terry Moody
Diana Moreno
Adriana Musarra
Sandra Rivas
Abrianna Rosa
Paola Salazar
Jeannie Setticase
Susan Suarez
- Guests:
Sara Crowther
- Quorum Met: Yes

Note: SAC composition elections were conducted prior to this meeting. Teacher representatives were nominated and elected during the August staff meeting, and parent representatives were nominated and elected during the PTA meeting. The SAC membership was confirmed at this meeting prior to the election of officers.

III. Creation of Nominating Committee

- A nominating committee was formed with the following members: Frances Blocker, Casey Mattis, and Adriana Musarra.
- The committee was tasked with identifying candidates for SAC Chair, Secretary, and I-Zone Representative.

IV. Election of Officers

- The nominating committee presented the following slate of candidates:

- SAC Chair: Gina LaCroix
- SAC Secretary: Kristen Max
- A vote was taken. All members present voted “Aye.” There were no “Nays.”
- Motion carried. Gina LaCroix was elected SAC Chair and Kristen Max was elected SAC Secretary.

V. Election of I-Zone Representative

- The nominating committee presented Yoslaine Mesa as the candidate for I-Zone Representative.
- A vote was taken. All members present voted “Aye.” There were no “Nays.”
- Motion carried. Yoslaine Mesa was elected I-Zone Representative.

VI. Approval of Minutes

- The minutes from the previous meeting (May 6, 2025) were reviewed.
- Motion to approve made by Christine Hernandez; seconded by Adriana Musarra.

VII. Ratify SAC By-Laws

- The SAC by-laws were reviewed and presented for ratification.
- A motion to ratify the by-laws as presented was made by Frances Blocker and seconded by Terry Moody.
- A vote was taken. All members present voted “Aye.” There were no “Nays.”
- Motion carried. The SAC by-laws were ratified.

VIII. Principal’s Update

- FAST PM1 Reading and Math assessments completed for all grade levels
- i-Ready Reading and Math Diagnostic 1 completed for all grade levels
- Administration conducting data chats with each grade level
 - Kindergarten data chat scheduled for Friday (final grade level)
- Current vacancies:
 - 3rd-grade teacher
 - Kindergarten/1st-grade ASD cluster teacher
- Upcoming events:
 - Book Fair: next week
 - End of Quarter 1: October 10
 - Trunk or Treat: October 29

X. School Improvement Plan

- End-of-Year Results:
 - K–2 ELA: Did not meet goal (Goal: 78%; Result: 65%)
 - Science (Grade 5): Met goal (Goal: 65%; Result: 67%)
 - 3–5 ELA: Met goal (Goal: 75%; Result: 76%)
 - Math (Lowest Quartile): Met goal (Goal: 55%; Result: 56%)

- New SIP Goals for 2025–2026:
 - K–2 ELA: Increase students demonstrating grade-level performance on STAR K–2 Reading Assessment from 65% to 68%
 - 3–5 ELA: Increase students demonstrating grade-level performance on state ELA FAST Assessment from 76% to 79%

XI. Accountability/School Funds

- School Accountability Funds: Funds not yet available
- School Recognition Funds: Funds not yet available

XII. School Environmental Safety Incident Reporting (SESIR)

- Zero safety incidents reported

XIII. Upcoming School Events

- Gator of the Month Assembly: tomorrow, September 25, 2025
- Book fair: next week
- No School Thursday, October 2, 2025
- Next SAC Meeting: Tuesday, October 7, 2025 at 2:15 PM in the Planetarium

XIV. Adjournment

- Motion to adjourn by Gina LaCroix, seconded by Terry Moody
- Meeting adjourned at 2:33 PM

Submitted by:

Recorder: Mrs. Gina LaCroix

Position: SAC Chair

Approval Date: October 7, 2025