



**Tequesta Trace Middle School
School Advisory Council (SAC) & School Advisory Forum (SAF) Minutes**

Date of SAC Meeting:	December 4, 2025
Meeting Called to Order at:	8:29 am
Has a Quorum Been Established?	Yes
SAC Chairperson:	Melyssa Silva

APPROVED AT JANUARY 8, 2026 SAC MEETING

Welcome Message/SAC Dates:

Ms. Silva welcomed both new and returning members and explained the need for a quorum for voting, particularly regarding A+ funds, School Recognition funds. She reviewed last month's meeting, covering updates on accountability funds and the collection development plan. Ms. Gonzalez will update the website by the end of January. Great things are always happening at Tequesta Trace Middle School.

Approval of minutes for previous meeting on:	November 6, 2025
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- Firsts: Ms. Natalia Rodriguez
- Seconds: Ms. Valetina Devia
- Any questions? No questions – all approve the minutes.

Outcome of the approval process: The meeting minutes for SAC on November 6, 2025 have been approved and minutes are ready to be submitted.

School Updates from Principal, Mr. Rivera:

Mr. Rivera noted that switching to a 7-period day would not affect school operations but could impact teacher income if extra periods are taught. Please keep this in mind when considering future schedules. Before winter break, Board Member Cervia visited our campus and discussed facility improvements; some, like painting, are complete and more are planned.

Ms. Natalia Rodriguez brings up that she joined the Cypress Bay SAC meeting because scheduling changes had a significant impact on teacher salaries. She is actively looking for solutions to address salary challenges and is interested in how parents can help improve financial conditions for educators. Mr. Corey Fleming added that changes in class periods will save the district \$30 million, and further discussions about saving money throughout the district will continue. The message encourages everyone to stay informed, get involved, and persistently advocate for better salaries, while also thoughtfully considering how the district manages its debt reduction. Mr. Rivera emphasized his commitment to supporting high-quality teachers and looks forward to future conversations about retaining them.

Florida School Recognition Program (A+ Funds) Proposals:

Discussion on Florida School Recognition Program Proposal Voting: Objective – Ms. Silva, SAC Chairperson, proposes 2 different ballot options to SAC (SAC does have the ability to modify the ballot(s) during discussion) – ballots were sent ahead of time, a week prior to the meeting, for voting member review.

Both staff members and SAC members were able to gather together during the SAC meeting to discuss the ballot proposal options. We discussed the ballot is previous years and necessary modifications as it relates to verbiage. Administration, teachers, staff, parents and community members weighed in and gave their approval of the minor adjustments to the ballot proposal options so it would be more clear as it pertains to who receives the money. All were in favor of the 2 minor tweaks from previous year's ballot options.

Ms. Silva gave two proposals to SAC members to choose a staff ballot. The main difference:

Option 1: 2024 – 2025 A+ Funds Vote (Option #1)

(Ballot voted on by SAC members on December 4, 2025)

_____1. Faculty/staff members of the 2024/2025 school year will receive 90% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked less than a half-year (based on bargaining unit calendar) shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff (itinerants) shall receive 50% if they comply with the above requirements. The school will receive 10% of the A+ funds for materials/supplies/items requested and approved by SAC.

_____2. Faculty/staff members of the 2024/2025 school year will receive 100% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked less than a half-year (based on bargaining unit calendar) shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff shall receive 50% if they comply with the above requirements. On-site District staff (itinerants) shall receive 50% if they comply with the above requirements. The school would receive 0% of the A+ funds. Any leftover funds remaining after the distribution of the 100% to faculty/staff will be allocated towards funds for materials/supplies/items requested and approved by SAC.

_____3. None of the above

Option 2:

2024 – 2025 A+ Funds Vote – Option #2

Option NOT voted on by SAC members 0/13

_____1. Faculty/staff members of the 2024/2025 school year will receive 80% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked less than a half-year (based on bargaining unit calendar) shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff (itinerants) shall receive 50% if they comply with the above requirements. The school will receive 20% of the A+ funds for materials/supplies/items requested and approved by SAC.

_____2. Faculty/staff members of the 2024/2025 school year will receive 100% of the A+ fund, distributed evenly across the entire faculty/staff (this would include those who have moved, retired or transferred to other schools unless they become eligible at their new location). Any faculty/staff member who worked less than a half-year (based on bargaining unit calendar) shall receive a distribution equal to 50% of the amount of distribution made to the faculty/staff who worked a full year. On-site District staff shall receive 50% if they comply with the above requirements. On-site District staff (itinerants) shall receive 50% if they comply with the above requirements. The school would receive 0% of the A+ funds. Any leftover funds remaining after the distribution of the 100% to faculty/staff will be allocated towards funds for materials/supplies/items requested and approved by SAC.

_____3. None of the above

Both ballots follow district and bargaining rules for eligibility.

DISCUSSION: No voting member OR guest at the SAC meeting had questions, or comments in regards to the ballots. No member or guest requested any change, modification, or omission to either ballot before voting (after the initial explanation and finalization of the ballots). Ballots were to remain as is.

Voting was completed in a ROLL CALL style, each person stating their ballot option number as their vote.

In order to get to the voting process, SAC members were asked if anyone wanted to make a motion to bring the vote to the floor.

Ms. Karla Martinez – 1st motion

Ms. Varetta Cooper – 2nd motion

VOTES:

Melyssa Silva (SAC Chair)- Option 1

Varetta Cooper (BTU Steward) – Option 1

Cary Sands (Community/Business Rep) – Option 1

Robert Rivera (Principal) – Option 1

Karen Adams (Teacher/SAC Secretary) – Option 1

Corey Fleming (SAF Chair/Parent) – Option 1

Mirna Baca (ESE Parent Rep) – Option 1

Natalia Rodriguez (Parent Rep) – Option 1

Valentina Devia (Parent Rep) – Option 1

Karla Martinez (Non-Instructional Support) – Option 1

Jessica Winter (Non-Instructional Support) – Option 1

Charles Rawls (Community/Business Rep) – Option 1

Natalie Rodriguez (Teacher) – Option 1

All 13 present voting SAC members chose option 1; none chose option 2. Staff will vote next week.

Ballot that will be presented to staff will be OPTION 1 (90% to staff and 10% to the school, 100% to staff, OR none of the above).

STAFF WILL VOTE ON FRIDAY, DECEMBER 12, 2025 – voting will be hosted and completed by BTU.

Review of School Accountability and School Recognition Funds at Tequesta Trace Middle School:

- Amount in School Accountability Funds: \$7,217.64

- Amount in School Recognition Funds: \$2,943.97 (From previous A+ money). This will be updated after the division of the A+ funds for this year.

Discussion on Funds: Ms. Silva mentions that SAC is the entity that decides and determines how those above funds are used. If anyone, voting member or guest, has any ideas or recommendations, they can bring those ideas to the group for discussion and then the voting members of SAC can vote on a well thought out proposal. At any time, someone can bring an idea to the floor for discussion.

SIP Data/Discipline – Mrs. Henry:

We have had two student referrals this month, indicating our positive school-wide behavior plan is working.

Department heads reported SIP plan updates; all departments are set to meet goals by year-end. Ms. Rosario noted we are on track and will use FAST PM 2 data to address learning gaps and guide instruction.

It is important to note (per discussion in the SAC) that this time of year often sees an uptick in referrals or an increase in discipline actions (for teachers and admin) - this is something we see as we get closer to a long school break.

SIP GOAL UPDATES BY DEPT:

ELA: The Literacy Department has been adjusting lesson plans to match standards and pacing, focusing on activities that encourage “more thinking, not more work”. Another shift is to use Selection Tests with fidelity as our Common Formative Assessments (CFAs) rather than modifying them with teacher-made questions.

Recent CFA results show the following percentage of students who scored a 70% or higher: 6th grade—51% (poetry was also noted as weakness on ELA FAST PM1. Teachers will remediate and revisit this standard in future texts); 7th grade—82%; 8th grade—92%.

MATH: SIP Goal: By May 2026, the percentage of students demonstrating learning gains on the PM3 FAST Math assessment will increase from 73% to 75%, and the percentage of students scoring proficient (Level 3 or above) will increase from 85% to 87%, as measured by PM3 FAST results.

FAST PM 1 Data:

As of the most recent PM1 FAST Math assessment in September 2025, 47% of students are scoring proficient (Level 3 or above). Targeted instructional strategies, interventions, and progress monitoring tools are being used to accelerate student growth and achievement.

SCIENCE: The Science Department will update SIP progress for Quarter 2 on December 17, following data analysis from Quarterly Exams.

SOCIAL STUDIES: The Social Studies Department will update SIP progress for Quarter 2 on December 16, following data analysis from Quarterly Exams.

SESIR Events:

We have had 12 SESIR events this school year. SESIR events are major events that schools are required to report to the state.

BTU Updates – Varetta Cooper, BTU Steward at TTMS:

Ms. Cooper stated that on December 18, 2025 our staff will vote on the distribution of TSIA funds totaling \$5 million. A 0.5% portion will be discussed during negotiations for teachers. Once teacher evaluations are complete, the union will start salary negotiations.

*Also – BTU will hold the A+ (School Recognition Funds) voting on Friday, December 12, 2025 in teacher planning, beginning at 8:20am. If a staff member is unable to vote due to absence they are to contact Ms. Cooper.

New Business at TTMS:

Tequesta always has great events happening at our school. PM 2 testing is next week, December 10 and 11, 2025. The fall reading challenge comes to an end this week. The winter reading challenge will begin December 9, 2025 and runs through May 9, 2025. We encourage students to read and log their reading into Beanstack!

Next SAC Meeting Date:	January 8, 2025
SAC Meeting Adjourned at:	8:54

SAF MEETING TO FOLLOW