



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

Date of SAC Meeting:	April 2, 2026
Meeting Called to Order at:	8:27 am
Has a Quorum Been Established?	Yes
SAC Chairperson:	Melyssa Silva

~~UNAPPROVED UNTIL APRIL 30, 2026 SAC MEETING~~

APPROVED at April 30, 2026 SAC meeting

Welcome Message/SAC Dates:

Ms. Silva welcomed us back. We have met a quorum. She reviewed the minutes from our previous meeting. Tequesta Trace Middle School held a School Advisory Council (SAC) meeting on March 5, 2026, where they reviewed previous meeting minutes, school performance data, funds status, and addressed parent inquiries. The meeting covered updates on student achievements, school improvement plans, and behavior management strategies.

Approval of minutes for previous meeting on:	March 5, 2026
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- Firsts: Ms. Diez
- Seconds: Ms. Baca
- Any questions? No questions – all approve the minutes.

Unanimous – minutes are approved.

Outcome of the approval process: The meeting on March 5, 2026, has been approved and minutes are ready to be submitted.

School Updates from Principal, Mr. Rivera:

We just finished our Writing BEST Test this past week. The scores will not count as part of the student's overall ELA data for class placement. Testing went very well with behaviors and taking the test very seriously. The May testing dates have been emailed to all parents. Please do not pick up students early on testing days. The tests can take up to all day. The important message is that testing is serious, but not causing stress and anxiety. We want to keep healthy academic progress.

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).

Discussion on Funds: TTMS Summer Work Proposal requires voting.

In preparation for the 2026–2027 academic year, Department Heads of Literacy, Mathematics, Social Studies, Science, and Electives will devote four days during the summer to plan for the needs of our

teachers and students. The focus of these work sessions will be to plan for the following: (1) professional development for newly hired teachers, (2) content-specific data analysis and related professional development, (3) planning for TTMS Family Night, (4) Response to Intervention (RTI), and (5) the revision of student schedules.

Professional development for newly hired teachers will emphasize proficiency with technology platforms utilized for grading, attendance, and lesson planning, in addition to routines and procedures particular to Tequesta Trace. Professional development for all teachers will include content area training designed to foster understanding of updated student data, effective literacy strategy implementation, and the creation of engaging learning environments for all students, including those with special needs.

To ensure comprehensive preparedness across each focus area mentioned above, Department Heads will operate outside regular contracted hours prior to the return of all teaching staff, specifically from June 8 to June 11, 2026.

With the support of our SAC committee, all teachers at Tequesta Trace will receive well-planned training and support before the students' first day of school, ensuring a smooth introduction to the school year. The funds requested from SAC are to pay each teacher an hourly rate of \$50. The total will be \$7,000 and will come out of the accountability account.

Cost breakdown:

Hourly rate per teacher-\$50

5 teachers x 28 hours (4 days @ 7 hours) x\$50

The SAC committee voted unanimously for the proposal to be passed. Zero members voted no.

Voting Outcome:

Adams, Karen – YES

Baca, Mirna – YES

Cooper, Varetta – YES

Diez, Stephanie – YES

Fleming, Corey – YES

LoMonaco, Sophia – YES

Martinez, Karla – YES

Rawls, Charles – YES

Rivera, Robert – YES

Rodriguez, Natalia – YES

Rodriguez, Natalie – YES

Sands, Cary – YES

Silva, Melyssa – YES

Srinath, Jamie – YES

Winter, Jessica - YES

SIP Data/Discipline –

Mrs. Henry: The Customer Service Survey was sent to parents through an email. It is important that we reach our goal of 20%. Mr. Rivera will send through Parentlink again to parents and families. Students will complete in class and teachers/staff will complete on the teacher planning day on 4/6/26.

SESIR Events:

There were four SESIR events in March; this aligns with seasonal trends. The total for last month was 47 behavior referrals. We are planning incentives with PTA for the fourth quarters to decrease behavior referrals. More information will be coming soon. Cougar Buck rewards will change this quarter, Cougar Bucks Pop-up Shop, with the help of PTA.

BTU Updates – Varetta Cooper, BTU Steward at TTMS:

Ms. Cooper said BTU is focusing on recruitment because we need 60% enrollment to stay a union. They are taking an active role student harm against teachers.

New Business at TTMS:

Today, we proudly observe Autism Awareness Day by wearing blue to show our support for students with autism. This day is an important opportunity to foster understanding, inclusion, and compassion within our school community. By participating in Autism Awareness Day, we demonstrate our commitment to celebrating the unique strengths and contributions of all students and promoting a supportive and welcoming environment for everyone.

As we enter the fourth quarter, we are implementing new strategies and changes to positively impact student behavior. These adjustments are designed to enhance the rewards and incentives available to students, encouraging them to make thoughtful choices and demonstrate positive actions in and out of the classroom. We are thrilled to partner with the PTA in these efforts, as their support enables us to create meaningful motivational activities that recognize and celebrate students' achievements. Together, we aim to foster a culture of respect, responsibility, and enthusiasm for learning.

Our commitment to academic growth is evident in the steady increase of iReady data each month. To maintain this momentum and further boost student engagement, we are organizing monthly contests that highlight academic progress and effort. Winners are rewarded with special incentives, which not only acknowledge their hard work but also inspire their peers to strive for similar success. These contests have proven effective in maintaining a high level of participation and excitement about learning throughout the school.

We are pleased to report that testing season has begun smoothly and successfully. Students have approached assessments with seriousness and maturity, and the positive atmosphere helps minimize stress and anxiety. We continue to emphasize the importance of maintaining healthy academic progress, ensuring that testing experiences contribute to learning and growth rather than causing undue pressure.

Next SAC Meeting Date:	April 30, 2026
SAC Meeting Adjourned at:	8:52am