

# School Advisory Council

## Agenda and Minutes Guidelines

F.S.001.452, SB Policy 1403, Robert's Rules of Order

9/3/2026



### Agenda

#### Sunshine Law Requires:

|                              |                                                                  |
|------------------------------|------------------------------------------------------------------|
| <i>Name of Organization:</i> | Tequesta Trace Middle School                                     |
| <i>Name of Group:</i>        | School Advisory Council (SAC)                                    |
| <i>Location:</i>             | 1800 Indian Trace, Weston, FL 33326                              |
| <i>Type of meeting:</i>      | General Meeting (Subcommittee meeting, Workshop)                 |
| <i>Date &amp; Time:</i>      | September 3, 2026 – 8:20 am in Media Center at Tequesta Trace MS |

#### Florida Statute & Robert's Rules of Order for Setting an Agenda:

##### 1. Call meeting to order

F.S. 1001.452 (1) (d) (1)

##### a. Chair verifies that quorum has been met

##### 2. Approval or correction of previous month's minutes (May 28, 2026)

F.S. 1001.452 (1)(d)(5)

##### 3. Mr. Rivera Updates

##### 4. Voting Membership New Requirement – must be a cleared volunteer

##### 5. School Rec. Funds: \$0

##### 6. 2026-2027 SAC Officer Voting (SAC Chair, Secretary, iZone Rep)

##### 7. SIP Data/Discipline

##### 8. SESIR Events – School Environmental Safety Incident Reporting

##### 9. BTU Updates

##### 10. New Business (PTA, All of the Wonderful Trace Happenings, etc.)

##### 11. Next meeting date: October 1, 2026

##### 12. Adjourn the SAC meeting