



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

Date of SAC Meeting:	September 4, 2025
Meeting Called to Order at:	8:26 am
Has a Quorum Been Established?	Yes
SAC Chairperson:	Melyssa Silva

Welcome Message/SAC Dates:

Ms. Silva welcomes the group, both returning faces and new faces. Attending people introduce themselves – especially our new faces (Ms. Yao counselor, Ms. Lopez AP, and Ms. Cooper new BTU steward, etc.)

Ms. Silva shows the SAC dates for the year 25.26 (dates flyer). Reiterates that the dates were sent ahead of time for planning purposes and that they are tentatively scheduled and are subject to change in emergency circumstances. Discussed why our meetings are on 1st or 4th Thursday – our school chose the 4th Thursday of the month (unless there is a day off or break).

Ms. Silva reviewed (per the bylaws, which will be discussed later on during this SAC meeting) membership voting requirements – peer groups vote in peer groups. Parents are having their peer group vote in a PTA meeting (schedule to take place today). School staff will be voting on their peer group tomorrow Sept 5th during a staff meeting. Also, that officer positions are elected annually – Chairperson, Secretary, and iZone Rep – **and that voting member vote will take place NEXT SAC MEETING – OCT 9, 2025**

Approval of minutes for previous meeting on:	May 29, 2025
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- **Firsts: Ms. Martinez**
- **Seconds: Ms. Diez**
- Any questions? No questions – all approve the minutes.

Outcome of the approval process: Last year’s meeting on May 29, 2025 has been approved and minutes are ready to be submitted.

School Updates from Principal, Mr. Rivera:

Welcome to Tequesta Trace Middle, the only school in Broward County to receive 26 years of A+ rating.

We have had a smooth start to our school year with our 6th grade orientation, preplanning week for staff, and two open houses. PTA will host a volunteer breakfast which is open to all approved volunteers.

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

- Amount in School Accountability Funds: \$0.00
- Amount in School Recognition Funds: \$0.00

Discussion on Funds: Currently, the accounts are unavailable and are balanced at zero. If any funds roll over or additional funds become available, Mr. Rivera will let us know. Mr. Rivera states he believes there will be some money that rolls over – he will update us as soon as the rollover occurs.

SAC Bylaws 25-26:

Ms. Silva reviewed the SAC Bylaws to the group – also sent prior via email. Went through each section and discussed. No questions/comments from the SAC group. Ms. Silva initiated a vote with SAC voting members. **18/19 voting members voted YES TO APPROVE THE 25.26 SAC BYLAWS** (unanimous, 18/19 voting members present at meeting). 0/19 voting members voted no. **BYLAWS APPROVED.**

SIP Data/Discipline – Mrs. Henry:

The start of the school year consists of finalizing the School Improvement Plan. Ms. Henry said our school's goals have been put in this year's SIP plan using last year's test scores and other data collected from department heads and administrators. Our focus is on learning gains for all students. Last year's learning gains were 66%, we want to increase that percentage – comparing last years to this coming year's data. The SIP plan also includes the school-wide positive behavior plan. School-wide behavior expectation assemblies have taken place in August to teach students our school-wide expectations.

Ms. Silva added information about our positive behavior plan using Cougar Bucks to reinforce positive behavior.

SESIR Events:

We have had one SESIR event this 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 shared that all teachers would vote on September 25, 2025 on our current early release day schedule. Ms. Forman (another BTU rep) shared that if the vote results in removing early release days, middle school teachers will have to be reimbursed for their time due to the extra ten minutes that have been added to every middle school day.

New Business at TTMS:

Members of our school and SAC committee introduced themselves to the group – welcome to all!

Next meeting, we will vote on officers for SAC – chairperson, secretary, and iZone Representative

The sixth-grade dance is planned for the end of this month.

Picture day is 9/12

Next SAC Meeting Date:	October 9, 2025
SAC Meeting Adjourned at:	8:50

SAF MEETING TO FOLLOW

**TEQUESTA TRACE
MIDDLE SCHOOL**



Tequesta Trace Middle School – SAC/SAF Minutes Continuation

Date of SAF Meeting:	September 4, 2025
Meeting Called to Order at:	8:50
SAF Chairperson:	Mr. Corey Fleming

Details of Meeting: No updates at this time – the district advisory meeting is Sept 18th – at our next meeting, there will be updates for SAF.

SAF BYLAWS – a vote of SAC members occurred. 18/19 VOTING MEMBERS VOTED YES TO APPROVE THE BYLAWS FOR SAF, unanimously approved. Only 18/19 votingmemb

Next SAF Meeting Date:	October 9, 2025
SAF Meeting Adjourned at:	8:53 am