





☆ SAC Sign in Sheet for Indian Trace ES (3181)

Date: Wed, 11/5/2025

Time: 2:15 pm

#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Bezier, Andrea	ESOL Parent of a student at the school	No	Yes	
2	Bill, Kaci	Community / Business Representatives	No	Yes	<i>Kaci Bill</i>
3	Braud, Brian	Community / Business Representatives	No	No	
4	Clark, Regina	Teacher	Yes	No	
5	Clinton, Marni	Teacher	Yes	Yes	
6	Damas, Bobby	ESE Parent of a student at the school, Community / Business Representatives	<input checked="" type="radio"/> No	<input checked="" type="radio"/> Yes	
7	Donaldson, Irene	SAF Chair (or designee) Parent of a student at the school	No	Yes	
8	Gonzalez, Alexandra	Teacher	<input checked="" type="radio"/> Yes	No	<i>Alexandra Gonzalez</i>
9	Luna, Alex	Parent	No	Yes	
10	Mila, Dione	SAC Secretary	Yes	No	<i>Dione Mila</i>
11	Molina-Macfie, Mary	Community / Business Representatives	No	No	
12	Palamara, Theresa	Community / Business Representatives	No	No	

Date: Wed: 11/5/2025

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#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
13	Quinonez, Rosa	BTU Steward (or designee), Pre-K (if applicable - parent or certified teacher)	<input checked="" type="checkbox"/> Yes	No	Rosa Quinonez
14	Rodriguez, Iris	Non-Instructional Support Employees	<input checked="" type="checkbox"/> Yes	No	IR
15	Sakhrani, Kanchan	I-Zone Representative (must be a parent)	No	Yes	KS
16	Sands, Cary	Community / Business Representatives	No	No	
17	Saneholtz, Andrea	Gifted Parent of a student at the school	No	<input checked="" type="checkbox"/> Yes	ASaneholtz
18	Schultz, Renell	SAC Chair	Yes	No	Renell Schultz
19	Spivey, Anna	Parent	No	Yes	
20	Winder, Amy	Principal	<input checked="" type="checkbox"/> Yes	No	Amy Winder

Date: Wed., 11/5/2025 Time: 2:15 pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Mary Melina Meefo				
2	Eric Ronaldson		✓		[Signature]
3	Angela Cohen	✓			[Signature]
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School Advisory Council Meeting Agenda

Indian Trace Elementary

Wednesday, November 5, 2025 at 2:15 p.m. in the Media Center

- I. Call to Order/Introductions
- II. Attendance
- III. Approval of Minutes from the October 8, 2025, meeting (SAC and SAF joint meeting)
- IV. Reports
 - a. Principal's Report
 - i. Accountability Funds: Estimated \$1,301.72
 - ii. SESIR (School Environmental Safety Incident Reporting)
 - b. School Improvement Plan Monitoring
 - c. School Advisory Council Roles and Responsibilities
 - d. Stakeholder Feedback
 - e. PTA Report
- V. Old Business
- VI. New Business
- VII. Announcements
- VIII. Next Meeting Date: Wednesday, December 3, 2025 at 2:15pm in the Indian Trace Elementary's Media Center
- IX. Adjournment

School Advisory Council Meeting
Indian Trace Elementary
Wednesday, November 5, 2025
400 Indian Trace, Weston, FL 33326
2:18 PM at the Indian Trace Media Center
DRAFT

Attendance:

Bill, Kaci
Damas, Bobby
Donaldson, Irene
Gonzalez-Malvasio, Alexandra
Luna, Alex
Mila, Dione
Molina-Macfie, Mary
Palmara, Theresa
Quinonez, Rosa
Rodriguez, Iris
Sakhrani, Kanchan Bani
Saneholtz, Andrea
Schultz, Renell
Winder, Amy

Quorum has been met.

I. Call to Order/Introductions

A meeting of the Indian Trace Elementary School Advisory Council was held in the Media Center on October 8, 2025. Renell Schultz called the meeting to order at 2:18 PM. Dione Mila will record the minutes for this meeting.

II. Attendance

Attendance is attended by Dione Mila, secretary. Quorum has been met.

III. Approval of Minutes from the October 8, 2025, meeting (SAC and SAF joint meeting):

The minutes from the October 8, 2025 meeting were accepted as written. Motion to approve the minutes by Kanchan Sakhrani. Seconded by Alexandra Gonzalez. The motion to approve the minutes was approved.

IV. Reports:

a. Principal's Report

- i. Accountability Funds: Estimated \$1301.72
- ii. SESIR (School Environmental Safety Incident Reporting)

No incidents to report

b. School Improvement Plan Monitoring

Mrs. Schultz, chairperson, explained the SIP monitoring and all the components that are involved. No stakeholder feedback currently.

c. School Advisory Council Roles and Responsibilities Presentation

Mrs. Schultz, chairperson, explained the SAC definition, purpose, and how SAC monitors the SIP. SAC bylaws explained and SAC roles.

d. Stakeholder Feedback

Mrs. Schultz, chairperson, encouraged stakeholder feedback. Mrs. Irene Donaldson questioned the list of services public schools provide and whether our school has those services. Mrs. Winder replied yes! Our school does provide services as needed; the guidance counselor and school social worker can recommend further services as families need.

e. PTA Report

- Kaci Bill, PTA President, shared PTA events:
- Trick-or-Trot success!
- Family Night at BurgerFi on November 18
- Proceeds from Trick-or-Trot will go to purchasing new Promethean Smart Boards for classrooms.
- Reflections Artwork and judging.
- Beautification November 15

- Holiday Shop is coming in December.

V. Old Business

No old business to report.

VI. New Business

No new business to report.

VII. Announcements

No announcements to report.

VIII. Next Meeting Date: Wednesday, December 3, 2025, at 2:15 pm in the
Indian Trace Elementary's Media Center

IX. Adjournment

Motion to adjourn: Kanchan Sakhrani moved to adjourn the meeting at 2:42 PM.
Seconded by Bobby Damas. The motion to adjourn passes unanimously.

Submitted by,

Name of Recorder Dione Mila

Name of Position on Board Secretary

Approval Date: DRAFT

Indian Trace Elementary
School Advisory Council and School Advisory Forum Joint Meeting

October 8, 2025

400 Indian Trace, Weston, FL 33326

2:18 PM

APPROVED

Attendance:

Bezier, Andrea
Bill, Kaci
Braud, Brian
Clark, Regina
Clinton, Marni
Damas, Bobby
Donaldson, Irene
Gonzalez-Malvasio, Alexandra
Luna, Alex
Mila, Dione
Molina-Macfie, Mary
Palmara, Theresa
Quinonez, Rosa
Rodriguez, Iris
Sakhrani, Kanchan Bani
Sands, Cary
Sanholtz, Andrea
Schultz, Renell
Spivey, Anna
Winder, Amy

Quorum has been met.

Call to Order:

A meeting of the Indian Trace Elementary School Advisory Council was held in the Media Center on October 8, 2025. Renell Schultz called the meeting to order at 2:18 PM. Dione Mila will record the minutes for this meeting.

Minutes:

Irene Donaldson moved to approve the minutes as written of September 3, 2025. Seconded by Alexandra Gonzalez, the motion to approve September 3, 2025, minutes pass unanimously.

Reports:

Principal's Report

1. Accountability Funds: The principal explained how the Class Wallett funds may roll in to this fund.
2. FTE Week
3. SESIR Update – no incidents reported. These are behavioral incidents that are reported to the state.
4. Indian Trace is a School of Excellence!

Collection Development Plan

Presented by Dione Mila, Media Specialist to share how our school uses budget funds to purchase reading incentives and books for the Media Center.

Digital Navigators Parent Course

Dione Mila shared the upcoming TEAMS meeting/class for parents to discuss Digital Navigators courses. The first class is Navigating Screen Time with ScreenReady.

School Improvement Plan (SIP Goals)

Updates to SIP shared by Chair Renell Schultz. No stakeholder feedback to report.

SAF Updates

Irene Donaldson shared updates from her last School Advisory Forum meeting.

BCPS cares web portal

PTA Report

1. Book Fair Family Night
2. General PTA Meeting and budget approved
3. Fifth Grade Planning
4. Trick or Trot
5. Reflections
6. Honor Roll Celebration
7. Family Night at local restaurant

8. Sponsorship Goal met

Tentative Next Meeting Date & Time:

The next meeting will be held on Wednesday, November 5, 2025, at 2:15 PM, in the Media Center.

Meeting Adjournment:

Motion to adjourn: Marni Clinton moved to adjourn the meeting at 2:53 PM. Seconded by Bobby Damas. The motion to adjourn passes unanimously.

Submitted by,

Name of Recorder Dione Mila

Name of Position on Board Secretary

Approval Date: November 5, 2025