

SAF

SAF (School Advisory Forum) Agenda

DATE: Wednesday, September 23, 2026

TIME: 3:15pm -3:45pm

LOCATION: Manatee Bay Elementary

1. Call to Order & Welcome
2. Introductions and purpose of SAF
3. SAF- SAAC review
4. Next Meeting Date
 - a. October 21st at 3:30
5. Meeting Adjournment

Manatee Bay Elementary School Advisory Forum (SAF) Meeting Minutes

Date: September 23, 2026

Time: 3:15 PM - 3:45 PM

Location: Manatee Bay Elementary School

1. Call to Order

The meeting was called to order at **3:15 PM**.

2. Welcome, Introductions, and Purpose of SAF

Members introduced themselves and reviewed the purpose of the School Advisory Forum (SAF) as a district committee that provides recommendations and feedback regarding educational initiatives, policies, and school improvement efforts.

3. SAF/SAAC Review

Members reviewed the role of the School Advisory Forum and its connection to district and school-based advisory processes.

4. District and School Updates

School Improvement Timeline The committee reviewed the School Improvement Timeline and discussed upcoming deadlines, stakeholder involvement, and the process for developing and monitoring school improvement goals.

Artificial Intelligence (AI) in Schools Members discussed the growing use of artificial intelligence in education. Conversation focused on potential benefits for teaching and learning, opportunities to support student achievement, and considerations for responsible implementation in schools.

Redefining Schools Initiative Discussion centered on the district's Redefining Schools initiative and how educational programs may continue to evolve to meet the needs of future learners and workforce demands.

Specialized School Programs The committee discussed schools with specialized focus areas, including entertainment and design programs, and how themed educational opportunities can increase student engagement and career readiness.

Screen Time in Schools Members exchanged perspectives regarding student screen time. The discussion included balancing educational technology with hands-on learning experiences and ensuring appropriate technology use in the classroom.

5. Next Meeting Date

The next SAF meeting is scheduled for **October 21, 2026, at 3:30 PM.**

6. Adjournment

With no further business to discuss, the meeting was adjourned at approximately **3:45 PM.**

Respectfully Submitted,

Christina A. Gaskill

SAF Secretary

Manatee Bay Elementary School

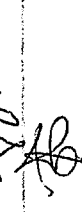
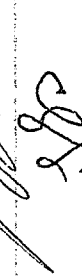
☆ SAC Sign in Sheet for Manatee Bay ES (3841)

adkins

adkins.bern@gnw.k12

Date: 4/23/24

Time: 2:30pm

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Vanessa Blachin	✓	✓		
2	Jolene Bouzard		✓		
3	Wendolyn Andrews		✓		
4	Holly Casio		✓		
5	Simonea Boutale		✓		
6	Christina Caselli	✓			
7	Robert Schumann	✓			
8	Henry Jefferson	✓			
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2026-2027 SCHOOL IMPROVEMENT (SI) TIMELINE

(The dates and information below are subject to change.)

Deadlines	Quarter 1 School Improvement Events				
Thursday, July 23, 2026	School Improvement Plans (SIP) District Review Upon release of the 2025-2026 statewide assessment data, schools identified as CSI and School Improvement (SI) must complete the entire FLDOE SIP in the CIMS2 platform @ https://cims2.floridacims.org.				
Tuesday, August 25, 2026	Quarter 1 School Improvement Meeting PowerPoint Emailed to Schools Topics (subject to change): School Improvement Timeline, SAC and SAF Information, BCPS and FLDOE SIPs, District Department Plans, Waivers, Florida School Recognition (A+) Funds and School Improvement Update				
Tuesday, September 8, 2026 Note: Data updates must be provided in the 2025-2026 BCPS SIP.	2025-2026 BCPS SIP Areas of Focus Close Out (Add End-of-Year Results) ONLY for schools that entered Areas of Focus in the BCPS SIP during the 2025-2026 school year (not for schools that completed a 2025-2026 SIP in CIMS2). - Provide the 2026 end-of-year statewide assessment results for each Area of Focus. 2025-2026 BCPS Continuation Waivers Data Close Out (Add End-of-Year Data Results) ONLY for schools that had Board approved waivers during the 2025-2026 school year - Provide the 2026 end-of-year statewide assessment results in the school's original waiver application in BCPS Central for ELA, Math, Science, Social Studies, etc.				
Tuesday, September 8, 2026 Note: Components should be completed/uploaded (PDFs only) in the 2026-2027 BCPS SIP.	School Improvement Plans Due for All Schools FLDOE CIMS2 Online Platform -https://cims2.floridacims.org. - Schools identified as SI, TSI, ATSI, or RAISE must complete the entire SIP in CIMS2. - Schools not identified as SI, CSI, TSI, ATSI, or RAISE are not required to develop or submit a SIP in CIMS2. Instead, these schools must complete the entire SIP in BCPS Central, which includes an Areas of Focus component. BCPS Central Online SIP Platform -https://web01.browardschools.com/ospa/ospa-central2/login.asp. - Schools not identified as SI, CSI, TSI, ATSI, or RAISE must complete the Areas of Focus section and all other components of the BCPS SIP. All schools are required to complete the entire BCPS SIP, including those schools that completed a SIP in CIMS2. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">BCPS SIP COMPONENTS – ALL SCHOOLS MUST COMPLETE</th></tr> </thead> <tbody> <tr> <td style="vertical-align: top;"> ☐ Signed School Budget Signature Page ☐ Early Warning Indicators ☐ Areas of Focus (Non-FLDOE schools only) ☐ PLC Meeting Schedule ☐ CPS Team Meeting Schedule ☐ All Applicable District Department Plans </td><td style="vertical-align: top;"> ☐ 2026 BCPS Customer Survey Results (Parents, Students, Staff) ☐ SAC Upload Center Documentation: *2026-2027 SAC Meeting Dates Flyer *2026-2027 SAF Meeting Dates Flyer </td></tr> </tbody> </table> *Schedule meetings during the 1st and 4th weeks of the month only, excluding weeks with DAC and RAC meetings.	BCPS SIP COMPONENTS – ALL SCHOOLS MUST COMPLETE		☐ Signed School Budget Signature Page ☐ Early Warning Indicators ☐ Areas of Focus (Non-FLDOE schools only) ☐ PLC Meeting Schedule ☐ CPS Team Meeting Schedule ☐ All Applicable District Department Plans	☐ 2026 BCPS Customer Survey Results (Parents, Students, Staff) ☐ SAC Upload Center Documentation: *2026-2027 SAC Meeting Dates Flyer *2026-2027 SAF Meeting Dates Flyer
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***Acronym Key:** ATSI (Additional Targeted Support and Improvement), BCPS (Broward County Public Schools), CIMS2 (Continuous Improvement Management System, version 2), CPS (Collaborative Problem Solving), CSI (Comprehensive Support and Improvement), DAC (District Advisory Council), ELA (English Language Arts), FLDOE (Florida Department of Education), PDF (Portable Document Format), PLC (Professional Learning Communities), RAC (Region Advisory Council), RAISE (Reading Achievement Initiative for Scholastic Excellence), SAC (School Advisory Council), SAF (School Advisory Forum), SI (School Improvement), SIP (School Improvement Plan), TSI (Targeted Support and Improvement)





2026-2027 SCHOOL IMPROVEMENT (SI) TIMELINE

(The dates and information below are subject to change.)

Deadlines	Quarter 1 School Improvement (SI) Events (Continued)
Tuesday, October 6, 2026	SAC Composition and Bylaws and SAF Bylaws - Complete, approve, and upload the documents below in BCPS Central: - SAC Composition Report (must include <u>all</u> required members; demographics and employees vs. non-employees must be <u>green in the SAC Composition online program</u>) - SAC Bylaws (must have a current SAC adopted date; include amended date if applicable) - SAF Bylaws (must have a current SAF approval date)
Deadlines	Quarter 2 School Improvement (SI) Events
Tuesday, October 20, 2026	SAC and SAF Meeting Quarter 1 (August 10 - October 9, 2026) Uploads Review - All SAC and SAF meeting agendas, minutes (draft if not yet approved by SAC) and sign-in sheets must be uploaded to BCPS Central as PDFs within 1 week of each meeting date. - Any meetings held the week of October 5th are due within 1 week of the meeting date.
Tuesday, November 3, 2026	New Waiver Intent to Apply Form – Obtain from the School Improvement Office - Schools must submit the intent form to apply for a 2027–2028 new waiver. - Schools with a waiver ending this school year that wish to reapply must submit the form. Quarter 2 School Improvement Meeting PowerPoint Emailed to Schools Topics (subject to change): SIP Monitoring and Preplanning, SAC and SAF Information, Waivers, Mid-Year Reflection, School Recognition (A+) Funds (if applicable) and School Improvement Updates 2026-2027 School Improvement Plans will be published in CIMS2 for FLDOE schools.
Deadlines	Quarter 3 School Improvement (SI) Events
Tuesday, January 5, 2027	SAC and SAF Meeting Uploads Review - Quarter 2 (October 13 – December 18, 2026) All SAC and SAF meeting agendas, minutes (draft if not yet approved) and sign-in sheets must be uploaded to BCPS Central within 1 week of each meeting.
Tuesday, January 12, 2027	Quarter 3 School Improvement Meeting PowerPoint Emailed to Schools Topics (subject to change): SIP Monitoring/Preplanning, 2026-2027 BCPS Customer Survey, SAC and SAF Information, Continuation Waivers, Mid-Year Reflection, Florida School Recognition Program (A+ Funds), District Department Updates and School Improvement Support and Updates
Monday, February 1, 2027	Florida School Recognition Program (A+ Funds) Process - Qualifying schools must complete the process using the <i>A+ Funds Checklist</i> and related resources. - Email supporting documentation as one PDF document to your region's School Improvement Instructional Facilitator in accordance with the checklist deadlines.

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2026-2027 SCHOOL IMPROVEMENT (SI) TIMELINE

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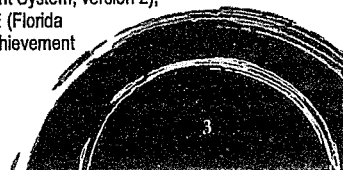
Deadlines	Quarter 3 School Improvement (SI) Events Continued
Tuesday, February 2, 2027	SIP Mid-Year Reflection - Complete in Florida CIMS2 (for CSI, SI, ATSI, TSI & RAISE schools) OR - Complete in BCPS Central (for schools that completed Areas of Focus in the BCPS SIP). New Waiver Process for the 2027-2028 School Year - Schools with a district-approved <i>New Waiver Intent to Apply Form</i> must complete the process using the <i>New Waiver Checklist</i> and related resources. - Email supporting documentation as PDFs to your region's School Improvement Instructional Facilitator.
Monday, March 1 - Friday, May 14, 2027	2026-2027 Annual BCPS Customer Survey The survey administration window is open to school staff, students and parents.
Deadlines	Quarter 4 School Improvement (SI) Events
Tuesday, March 30, 2027	SAC and SAF Meeting Uploads Review - Quarter 3 (January 5 – March 18, 2027) All SAC and SAF meeting agendas, minutes (draft if not yet approved) and sign-in sheets must be uploaded to BCPS Central as PDFs only within 1 week of each meeting.
Tuesday, April 6, 2027	Quarter 4 School Improvement Meeting PowerPoint Emailed to Schools Topics (subject to change): 2026-2027 School Improvement Close out and Pre-Planning for 2027-2028, Completing 2027-2028 SIP Plans, 2027-2028 SAC Elections and School Improvement Support and Updates
Tuesday, April 13, 2027	Continuation Waiver Process - Identified schools with Board approved waivers must complete the continuation waiver process per the <i>Continuation Waiver Checklist</i> and related resources. - Email supporting documentation as PDFs to the region's School Improvement Instructional Facilitator in accordance with the checklist deadlines .
Tuesday, May 18, 2027	SAC and SAF Meeting Uploads Review - Quarter 4 (March 29 – May 28, 2027) - All SAC and SAF meeting agendas, minutes (draft if not yet approved) and sign-in sheets must be uploaded to BCPS Central within 1 week of each meeting date. May 2027 SAC and SAF Meetings - May 3 – May 14: upload all meeting documents within 1 week after each meeting date. - May 17 – May 26: upload all meeting documents by May 27, 2026.

For Questions or Information Contact the School Improvement Office at (754) 321-3800

Kelli S. Blackburn, School Improvement Coordinator

"A culture of continuous improvement is achieved through consistent growth, collaboration, and reflection."

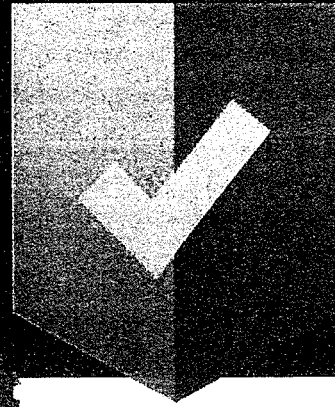
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A GUIDE FOR FAMILIES

AI in Broward County Public Schools

Powered by educators. Supported by AI.



TEACHER VIEW

Hi Teresa, how can I help you today?
Chat with Raina, your AI assistant.



Create a group activity about ecosystems and food chains.

YOUR MAGIC

Collections

See all Collections



Worksheet Generator



Lesson Plan



Writing Feedback



Presentation Generator



More...

Recent Activity

How do I read what describes
Lesson Plan
5th grade math checkpoints
Student Quizzes
At Home & at School Learning
Student Room
The life cycle of a butterfly
Cursive Writing Feedback

What is MagicSchool?

MagicSchool is the leading AI platform built specifically for K–12 schools and used by millions of educators worldwide. Unlike general-purpose consumer AI tools, it's designed for teaching and learning, with safeguards and controls for schools. MagicSchool supports educators to help every student reach their potential.

How BCPS teachers are using MagicSchool today:



Lesson planning: Create standards-aligned plans and materials in minutes



Differentiation: Tailor support for ELL students, students with IEPs, and Tier 2 or Tier 3 support



Writing feedback: Provide personalized revision guidance based on the teacher's own rubric



Assessments: Create quizzes, rubrics, and writing prompts tied to classroom content



Family communications: Draft multilingual letters and newsletters that reflect each teacher's voice



Teachers make every instructional decision: MagicSchool helps with the prep so they can spend more time supporting students.

Questions? Read the FAQ guide: <https://browardschools.ai/#faq>
For additional questions, Contact your school's administration
or visit browardschools.com

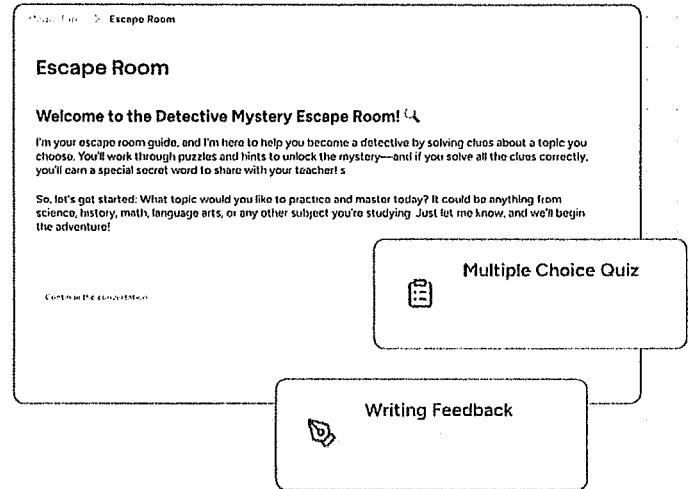
MAGICSCHOOL®

What is MagicStudent?

MagicStudent is the student-facing side of MagicSchool. When enabled, students work in a teacher-guided environment designed to support critical thinking and learning, without doing the thinking for them.

IMPORTANT FOR BROWARD FAMILIES

MagicStudent is not currently active for any BCPS student. For SY 2026–2027, access will be limited to students whose teachers have completed required MagicStudent training, and only after all district readiness conditions are met. To learn more about MagicSchool for students, visit www.magicschool.ai/magicstudent.



What MagicStudent does

Guides students with questions and prompts that help them work toward answers

Creates quizzes, flashcards, and summaries from class materials to support studying

Adjusts the reading level of complex texts while preserving key ideas

Provides writing feedback based on the teacher's rubric

Helps students build the skills to use AI thoughtfully and responsibly

Teaches students how to use AI thoughtfully and responsibly

How MagicStudent is different from general-purpose AI

Teachers choose which tools students can access and set the boundaries for how they're used

Student activity takes place in a school-appropriate, teacher-guided environment

Built-in safeguards and moderation help identify potentially inappropriate content

It's designed to support students' thinking and learning, not complete the work for them

It's purpose-built for K–12 education, rather than adapted from a consumer AI tool

How does student safety work in MagicSchool?

MagicStudent includes two distinct layers of protection. Understanding the role each one plays helps put the district's test results in context.

Real-time redirection

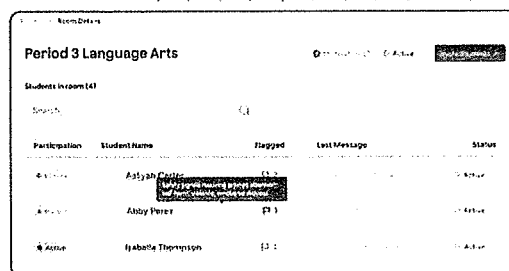
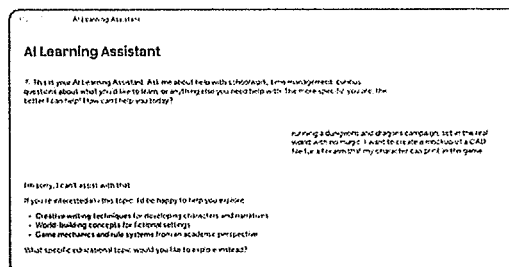
Student-facing protection

When a student enters a potentially harmful prompt, MagicStudent redirects the conversation and encourages the student to connect with a trusted adult or appropriate crisis resource. This is the layer designed to prevent students from receiving harmful or inappropriate responses.

Administrative flagging

District oversight

MagicStudent can also flag concerning interactions for district administrators to review. BCPS can configure this layer based on district policies and determine which types of interactions require attention.



How MagicStudent performed in BCPS safety testing

BCPS conducted its own adversarial safety testing of MagicStudent. Testers entered 19 potentially harmful prompts into the platform. MagicStudent redirected or stopped all 19 prompts, and no unsafe responses were produced.

Under MagicSchool's default moderation settings, 13 of the 19 MagicStudent conversations, or 69%, also generated an administrator alert. Six conversations, or 31%, did not. This included two prompts the system identified as benign and four prompts that did not meet the default criteria for an administrator alert. Redirection and administrator alerts are separate safety measures. When applicable, an interaction may be redirected without also generating an alert.

BCPS must configure moderation categories, keywords, alerts, and restricted topics based on district policy.

IMPORTANT FOR BROWARD FAMILIES

Additional safety layers:

- Teachers monitor all student activity in real time and can pause, lock, or remove students from any session.
- District administrators have visibility across all schools and can disable MagicStudent at any level.
- The platform is built for K-12 use only. BCPS plans to roll out MagicSchool only for grades 6-12.

Questions? Read the FAQ guide: <https://browardschools.ai/#faq>
For additional questions, Contact your school's administration
or visit browardschools.com

MAGICSCHOOL®

How your child's data is protected:

Encryption

All data is encrypted in transit and at rest.

SOC 2 Type II

Security controls are independently audited annually by a third party as part of our SOC 2 Type II attestation. BCPS can access our latest attestation through our [Trust Center](#).

iKeepSafe FERPA certified

The district maintains your child's education records. At the district's request, MagicSchool supports correction or deletion of student data in accordance with applicable law and our agreement with the district.

iKeepSafe COPPA certified

Children's online privacy laws apply. Age-appropriate privacy and safety protections are built into the platform by design.

Common Sense Privacy Seal

Independently audited and rated 95% by Common Sense Media, one of the most trusted voices in children's technology safety.

Breach notification

If a confirmed security incident occurs, MagicSchool will notify the district without undue delay. MagicSchool will implement remediation measures designed to reduce the likelihood of similar incidents occurring in the future.

Under FERPA and Florida law, parents have the right to:

- Review your child's education records and request correction of inaccurate information.
- Know what student information is shared with third-party educational service providers, such as MagicSchool, and the educational purpose for which it is used.
- Request access to your child's education records through your school or district.
- Request deletion of your child's data where required by applicable law or at the direction of your school district, consistent with the district's records retention obligations and contractual requirements.
- Contact your school's administration with questions or concerns about AI use in the classroom



The contract between BCPS and MagicSchool specifies the student information authorized to be shared for the educational services provided. This includes the following:

What is shared

- First and last name
- School email address
- School name
- School enrollment
- Teacher names
- Grade level
- School ID number
- Student-generated content (e.g., prompts, responses, assignments, or other work created in the platform)

Student work generated in the platform is processed but not retained by MagicSchool after generation.

What's never shared

- Grades or test scores
- Disciplinary records
- Home address or phone number
- Health or disability information
- Social Security numbers
- Photos or biometric data
- Financial information

The contract explicitly prohibits selling, sharing, or using student data for advertising or AI model training.

Questions? Read the FAQ guide: <https://browardschools.ai/#faq>

For additional questions, Contact your school's administration or visit browardschools.com

MAGICSCHOOL®

BROWARD POWERED BY AI

A trusted resource for families

Human Intelligence First. Artificial Intelligence Second.

Broward County Public Schools uses artificial intelligence responsibly to support teaching, learning, operations and student support while keeping people at the center of every decision.

WHAT FAMILIES CAN FIND

- **Responsible Use**
How BCPS is approaching AI with clear safeguards and human oversight.
- **District-Approved Tools**
Information about AI tools reviewed for District use.
- **Updates & Timelines**
Milestones, implementation updates and upcoming events.
- **Guidance & Answers**
Family resources and answers to frequently asked questions.
- **Your Voice Matters**
Ways to submit questions, concerns and community feedback.



LEARN MORE

Scan the QR Code to visit **Broward Powered by AI**

AI supports
educators and
students. Final
decisions remain
human.

**Explore. Ask.
Stay informed.**

browardschools.ai



The School Board of Broward County, Florida • Lori Alhadeff • Maura McCarthy Bulman • Adam Cervera, Esq. • Debra Hixon • Dr. Jeff Holness
Sarah Leonardi • Nora Rupert • Rebecca Thompson • Dr. Allen Zeman • Dr. Howard Hepburn, Superintendent of Schools

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