Coral Glades School Advisory Council

Agenda for Monday, 10/5/2026

Location: Den Time: 3-4pm

- Call to Order and establish quorum
- Approval of Minutes
- Principal's Report
- PTSO Report
- SAF Report
- SIP Monitoring
  - https://www.browardschools.com/Page/35378
- Accountability funds
- SESIR (School Environmental Safety Incident Reporting)
- Old Business
  - School Improvement Plan progress
  - Bylaws and voting
  - Composition Report
- New Business
- Adjournment followed by SAF meeting

SAC Meeting Dates

Tuesday, September 1, 2026

Monday, October 5, 2026

Monday, November 2, 2026

Monday, December 7, 2026

(Joint SAC/SAF)

Tuesday, January 5, 2027

Monday, February 1, 2027

Monday, March 1, 2027

Monday, April 5, 2027

Tuesday, May 3, 2027

(Joint SAC/SAF)

Open to ALL members of the community! If you plan to attend, please email Mrs. Roxanne Brissett at Roxanne.brissett@browardschools.com.

☆ SAC Sign in Sheet for Coral Glades HS (3861)

	Date: _____		Time: _____		
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
1	Ackerman, Beth	SAC Co-Chair	Yes	No	
2	Alonso, Daniel	SAC Secretary	Yes	No	
3	Aronofsky, Ayden	Students (required for HS & Centers)	No	No	
4	Ayalew, Blen	Students (required for HS & Centers)	No	No	
5	Barnes, Ty	Students (required for HS & Centers)	No	No	
6	Blanco, Nathanel	Students (required for HS & Centers)	No	No	
7	Bradley, Danielle	Teacher	Yes	No	
8	Brissett, Roxanne	SAC Co-Chair	Yes	No	
9	Brown, Carol	Parent	No	Yes	
10	Burbano, Angie	Students (required for HS & Centers)	No	No	Angie Burbano
11	Caruso, Nicole	Gifted Parent of a student at the school	No	Yes	
12	Chung, Janet	Students (required for HS & Centers)	No	No	
13	Daniels, Sharon	Community / Business Representatives	No	No	

	Date: _____		Time: _____		
#	**SAC Member Full Name**	**Position**	**SBBC Employee**	**Parent of Student**	**Sign Here**
14	Diaz, Sianna	Students (required for HS & Centers)	No	No	Sianna Diaz
15	Diaz Crossman, Gloria	Parent	No	Yes	
16	DiCarlo, Donald	Students (required for HS & Centers)	No	No	
17	Esteves Gabas, Angelina	Students (required for HS & Centers)	No	No	
18	Figueroa, Karla	Gifted Parent of a student at the school , SAF Chair (or designee) Parent of a student at the school	No	Yes	
19	Forsyth, Carrie	Parent	No	Yes	Carrie Forsyth
20	Forsyth, Meghan	Students (required for HS & Centers)	No	No	Meghan Forsyth
21	Gabas Corona, Maria Angeles	ESOL Parent of a student at the school	No	Yes	
22	Gebbia, Charlotte	Students (required for HS & Centers)	No	No	
23	Gebbia, MaryBeth	Parent	No	Yes	
24	Gutierrez, Cristian	Students (required for HS & Centers)	No	No	

	Date: _____		Time: _____		
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
25	Haggerty, Charlotte (Beth)	Parent , Community / Business Representatives	Yes	Yes	
26	Kaplan, Mark	Principal	Yes	No	
27	Mathura, Amrita	Students (required for HS & Centers)	No	No	Amrita
28	Moss, ~~Gena~~ Genna	Students (required for HS & Centers)	No	No	
29	Moss, Gessika	Parent	Yes	Yes	
30	Newell, Zoya	Teacher	Yes	No	Newell
31	Ocampo, Monica	Non-Instructional Support Employees	Yes	No	
32	Ramirez, Daniel	Students (required for HS & Centers)	No	No	
33	Richardson, Cassandra	Students (required for HS & Centers)	No	No	
34	Robinson, Elita	Parent	No	Yes	
35	Rose, Alyssa	Parent	No	No	
36	Rose, Alyssa	Students (required for HS & Centers)	No	No	
37	Schoen, Tamara	Teacher	Yes	No	
38	Scott, Tanisha	Teacher	Yes	No	

	Date: _____		Time: _____		
#	SAC Member Full Name	Position	SBBC Employee	Parent of Student	Sign Here
39	Siletta, Gianna	Students (required for HS & Centers)	No	No	
40	Soto, Camila	Students (required for HS & Centers)	No	No	
41	Tortorella, Danielle	Parent	No	Yes	
42	Tran, David	Students (required for HS & Centers)	No	No	
43	Vargas, Elijah	Students (required for HS & Centers)	No	No	
44	Wong, Vienna	Students (required for HS & Centers)	No	No	

Jacob Harter JacobHarter15@gmail.com

☆ SAC Sign in Sheet for Coral Glades HS (3861)

Date: _____ **Time:** _____

#	Full Name	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Tyenna Moss				
2	Orion Dumas				
3	Ava-Marie Robinson				
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Meeting

Attendance: Danielle Tortorella, Donald DiCarlo, Alyssa Rose, Amrita Mathura, Genna Moss, Gianna Siletta, Ayden Aronofsky, Sharon Daniels, Janet Chung, Vienna Wong, Ty Barnes, Angie Burbano, Elijah Vargas, Carrie Forsyth, Meghan Forsyth, David Tran, Gloria Diaz Crossman, Danielle Bradley, Sianna Diaz, Karla Figueroa, Beth Ackerman, Carol Brown, Gessika Moss, Tamara Schoen, Roxanne Brissett, Daniel Alonso, Nicole Caruso, Zoya Newell, Cassandra Richardson, Elita Robinson, Jacob Harter, Ava-Marie Robinson

Guests: Lorenzo Wood

Call to Order and establish quorum: 28 out of 47 present. Quorum established at 3:04pm

Approval of Minutes-Mrs. Ackerman said the word "May", the "M" needs to be capitalized. The extra "B" in MaryBeth Gebbia's name needs to be removed. Sharon Daniels motioned to accept the meeting minutes for May and September with previously agreed changes. Cheryl Brown seconded.

Principal's report – Mr. Wood gave the report because Dr. Kaplan could not be present. Today there was a walkthrough for the new auditorium. Mr. Linden joined the engineers on that walkthrough. Once we get the greenlight for the groundbreaking, we will schedule a groundbreaking ceremony.

PTSO report – Elita Robinson is the head of the PTSO. They are sponsoring a student to participate in the October college tour. They are also hosting weekly pizza sales on Wednesday afternoons. They are in the middle of a membership drive targeting teachers and staff. It will likely be extended past the end of October. They are considering a workshop with Score at the Top for the SAT. They are still working on finalizing details and will share those details when they are finalized. They are working on putting together a holiday festival and would love volunteers to help out. Roxanne Brissett proposed that the holiday festival be proposed to the ICC to possibly get more involvement from clubs.

SAF report

SIP monitoring-We have a Face Space in the front office. Ms. Ocampo is maintaining that. FACE is Families and Community Engagement

Accountability funds – We don't have an amount for this. The District has not released any money to our fund. We ended the year last year with $10,000.

SESIR-No updates to the data. It may take a couple of months to update this data.

Old business-The by-laws were reviewed. Our representation percentages are in the correct range to meet the standards. Mrs. Brissett proposed that students be elected for three year terms. Vienna Wong said she supports a three-year term. The SAC voted unanimously to go to three-year terms for students. Article 4 of the by-laws says the officers of SAC will consist of co-chairs and a secretary. Members were unanimously in support of keeping the co-chairs. Officers shall be elected at the October meeting. The SAC supported this unanimously. Officers shall be installed at the second meeting of the year was supported unanimously. Alyssa Rose, Jake Harter and Ava Robinson will be appointed by Dr. Kaplan as the student representatives for SAC. "I Roxanne Brissett, nominate Dan Alonso as Secretary." "I Beth Ackerman second that nomination." Dan Alonso was unanimously approved. "I Tamara Schoen nominate Roxanne Brissett and Beth Ackerman as co-chairs." "I Dan Alonso second those nominations." Roxanne and Beth were unanimously elected. Parents unanimously approved the new parent members. SAC Bylaws and Composition Report is due tomorrow. The only thing we will not have is a pre-K parent. We will be able to continue to conduct our meetings. A+ recognition funds vote must be settled by February 1st. We will discuss that beginning at our next meeting. Our next SAC meeting is Monday, November 2nd.

New business

Adjournment of the meeting Gessika Moss motioned to adjourn the meeting at 3:37. Tamara Schoen seconded.

SAF meeting-The meeting was called to order at 3:39pm. Roxanne Brissett motioned to accept the minutes. Carrie Forsyth seconded. Minutes were adopted. The school buses have AI powered cameras to capture illegal passes by cars. Citations are being enforced as of September. The fine is $225. The state imposes that fine. They talked about how the Next Generation Referendum on November's ballot. It supports funds for staff, mental health staff and aid and security staff and aid. It is not a tax increase. It is a tax continuance of something that already exists. The North region office says SAC funds will be released this month. (October).

Motion to adjourn by Ava Robinson. Roxanne Brissett seconded. The meeting ended at 3:44pm.

☆ **SAC Bylaws**

Coral Glades HS (3861) SCHOOL ADVISORY COUNCIL BY-LAWS

ARTICLE I. NAME

The name of this Council shall be the School Advisory Council.

ARTICLE II. PURPOSE

The primary objectives of the School Advisory Council (SAC) shall be to help identify needs and recommend programs of action. Through a community-wide commitment, the team will foster a positive learning environment, which sets high expectations and meets the diverse needs of the student body.

The School Advisory Council shall be a link between the school and the local community and will serve as a means for participatory management through which the various stakeholders in the school community may assist the school and the school may assist the community. The stakeholders are parents, business people, students, other community representatives, professional educators, and other school staff. The School Advisory Council shall be a resource to the school and school principal. School Advisory Council functions shall include:

- A. To facilitate the development of the School Improvement Plan (SIP)
- B. To monitor implementation of the SIP
- C. To evaluate the effectiveness of the SIP
- D. To provide assistance in the preparation of the school's annual budget
- E. To make recommendations as to the alignment of instructional staffing and instructional materials to support the SIP

The responsibilities and duties of the School Advisory Council will be in accordance with Florida State Statutes 1001.452 and Broward County School Board Policy 1403.

ARTICLE III. MEMBERSHIP

The School Advisory Council shall be representative of the ethnic diversity of the school's student population. In order to satisfy this requirement, the minimum standards for representation shall be as follows:

- Principal
- Teachers
- BTU Steward (or designee)
- Parents
- I-Zone Representative (must be a parent)
- SAF Chair (or designee) Parent of a student at the school
- ESOL Parent of a student at the school
- ESE Parent of a student at the school
- Gifted Parent of a student at the school
- Pre-K (if applicable – parent or certified teacher)
- Non-Instructional Support Employees
- Community / Business Representatives
- Students (required on high school & adult/technical centers—optional at the middle school)
- Community School Representative (if applicable)

A majority (more than half) of SAC members must not be employed by the Broward County School District. Required members include the school Principal, BTU Steward, School Advisory Forum (SAF) Chair (Co-Chair) or designee, Community School Representative, ESE, ESOL, and Gifted parent representatives, and students (if applicable). The ESE, ESOL, and Gifted representative must be a parent of a student at the school. One SAC parent member will be elected as an Innovation Zone (IZ) representative.

SAC members will be elected by their respective peer groups (parents elected by parents, teachers by teachers, etc.) Vacancies will be filled by special elections as needed in the same general manner. Changes in the SAC Composition during the school year must be approved by the School Transformation Office and noted in SAC meeting minutes.

If the elected team is not representative of the school community, as determined by the Principal and/or the Regional Superintendent, the district school board shall appoint additional members to achieve proper representation.

All stakeholders are invited to attend SAC meetings as non-voting participants without regard to membership on the SAC.

- Section 1. Voting: In accordance with the Sunshine Law, a vote of the membership will be taken. All votes must be conducted orally. All members of the Council shall have one vote each. A voting member must be present in person to vote. (See Section Article VI, Section 9.)
- Section 2. Term of Membership: Members of the SAC should attend SAC meetings on a regular basis. A SAC member will be removed from membership after two (2) unexcused consecutive absences from properly noticed SAC meetings. Vacancies will be filled as described above.
- Section 3. Length of Term: Members of the School Advisory Council shall be elected for [One] year term(s).
- Section 4. Announcement of an election must be made to the various peer groups at least one week in advance. Announcements will be distributed in a manner that ensures the widest dissemination possible within the peer group.
- Section 5. Election of the faculty representatives will take place at a scheduled general faculty meeting.
- Section 6. Election of the parent representatives will take place at a scheduled general meeting of parents.

ARTICLE IV. OFFICERS

- Section 1. Officers of this committee will consist of [a Chairperson] and secretary.
- Section 2. The officers shall be elected annually at the [August] meeting.
- Section 3: Installation of new officers will be held at the [First] meeting of the school year.
- Section 4: If for any reason, an officer is unable to complete the term of office, a new election will be held at the next meeting.
- Section 5. Nominations of SAC Officers:
  - A. There shall be a nominating committee composed of three members who shall be elected by the School Advisory Council at a regular meeting. The committee shall consist of at least one, but not more than two, of current elected officers and the remainder from the general membership.
  - B. The nominating committee will present a slate of candidates for each office at which time nominations from the floor will be taken.
  - C. Nominations for officers will be made from the floor at a School Advisory Council meeting.

ARTICLE V: DUTIES OF THE OFFICERS

- A. The shall preside at all meetings of the Council and will be an ex-officio member(s) of all committees except the nominating committee. The will prepare an agenda at least 7 days in advance for all meetings. A copy of the agenda shall be provided to anyone who requests it. The or designee shall represent SAC at Area Advisory meetings and as a voting member of the school's School Advisory Forum (SAF). The will represent the SAC at District meetings and/or workshops and may choose a designee to attend as necessary. The SAC will sign the school's annual budget (per District Budget Guidelines) as an indication of SAC participation in both processes.

- B. The Secretary shall be responsible for all correspondence and notices of meetings. The Secretary shall keep the minutes of all meetings and assure that copies of the minutes are distributed in a timely manner to Council members. Minutes will be made available to any stakeholder who requests them. The Secretary will keep an accurate record of attendance at all meetings as well as a current roster of all stakeholders.

ARTICLE VI. MEETINGS

The School Advisory Council shall meet regularly and the schedule of meetings for the year will be determined and published in September for the current school year. The SAC and School Advisory Forum (SAF) will schedule a joint meeting semi-annually. Notification of all regular meeting places will be included in the minutes.

- Section 1. Guests: All meetings are open to the public under the Florida Sunshine Law; however, nonmembers / guests may not vote on School Advisory Council issues.
- Section 2. Attendance of SAC members will be kept for all meetings. The Secretary or a designee will take attendance. Attendance records will be sent to the Regional Superintendent.
- Section 3. Minutes of all meetings will be recorded by the Secretary or a designee. Minutes will be sent to the Regional Superintendent, kept on file at the school and posted for public view. Minutes of the previous meeting will be approved at the next meeting, with any additions or corrections noted.

  Minutes will reflect all motions (including: maker of the motion, person seconding and the results of the vote) and any decisions made.
- Section 4. Special meetings may be called by the or by notice of any three (3) members in writing to the .
- Section 5. All scheduled meetings, meeting times, and places will be announced at least three days in advance. Any matter that is scheduled to come before the council for a vote requires at least 3 days advance written notice to all SAC members. Members must be advised of a change in the established date, time or location. All special meetings will require notification.
- Section 6. SAC meetings will be scheduled at times and locations convenient for all stakeholders (parents, students, teachers, business persons, and members of the community).
- Section 7. A quorum is the minimum number of members who must be present at a meeting for business to be conducted and for voting to take place. To establish a quorum, a majority of the membership of the council (more than half the members) must be present at the meeting.
- Section 8. SAC meetings will follow the approved agenda. Each item on the agenda will be discussed to the satisfaction of the members present. SAC meeting discussions will be restricted to those topics on the agenda. Other matters will be deferred to another SAC meeting, to the School Advisory Forum, the PTA/PTO, or the principal.
- Section 9. Voting will be conducted orally by asking all in favor to say "Yea" and those opposed to say "Nay". If there is any doubt as to whether or not there is a majority for or against the vote, a roll call must be taken. Voting on high-stakes issues such as Recognition Funds and Waivers shall be conducted by a roll call. All votes will become part of the minutes. Alternates and proxy votes are not permitted (per Florida's Sunshine Law). All votes will be scheduled early in the beginning of the agenda.

ARTICLE VII. COMMITTEES

- A. The shall create such committees as may be required to promote the objectives of the School Advisory Council.
- B. Committees may include other stakeholders not belonging to the SAC.
- C. The SAC an ex-officio member(s) of all committees except the nominating committee.
- D. All committees shall bring recommendations to the School Advisory Council at the monthly Council meeting.

ARTICLE VIII. UTILIZATION OF SCHOOL IMPROVEMENT FUNDS

- A. A portion of the Education Enhancement Trust Fund (lottery money) is distributed to the school (through the District) for the SAC to use for programs and projects to enhance school performance through the implementation of the SIP.
- B. Per the General Appropriations Act, Accountability Funds may not be used for capital improvements or for projects or programs with a duration of more than one-year. A principal may not override the selection of the use of the money.
- C. School-based decisions concerning the distribution of School Recognition Funds will be the responsibility of the SAC in accordance with procedures established by the District.

ARTICLE IX. SAC TRAINING AND ACTIVITIES

- A. SAC members will have opportunities to engage in training activities and workshops to build the team, orient new members, develop skills, assist in the annual budget process, and gain a better understanding as to their roles in the school improvement process.
- B. School-based accountability funds may be used to support appropriate training.
- C. Members of the SAC will take an active role in the development, implementation and evaluation of the School Improvement Plan. Members will participate in monitoring the progress of the SIP and will assist in completing a needs assessment each year to determine how best to revise the current SIP.
- D. The SAC will have access to the necessary data to successfully complete the SIP, including budgets, staffing levels, instructional materials, and test data. School personnel, as directed by the principal, may assist the SAC in gathering and interpreting data.
- E. The SAC and its officers will follow all District policies, state rules, and state statutes in conducting its business.

ARTICLE X. AMENDMENTS

- A. Bylaws must conform to the State of Florida statutes and the policies of the School Board of Broward County, Florida.
- B. Amendments to the bylaws will be approved by a majority of the SAC members. Bylaws will be reviewed and approved annually.

ARTICLE XI. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern () School Advisory Council.

Annual Ratification mm/dd/yyyy

Amended mm/dd/yyyy