

# School Advisory Council

## Agenda and Minutes Guidelines

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

5/29/2025



### Agenda

#### Sunshine Law Requires:

<i>Name of Organization:</i>	Tequesta Trace Middle School
<i>Name of Group:</i>	School Advisory Council (SAC)/School Advisory Forum (SAF)
<i>Location:</i>	1800 Indian Trace, Weston, FL 33326
<i>Type of meeting:</i>	General Meeting (Subcommittee meeting, Workshop)
<i>Date &amp; Time:</i>	May 29, 2025 – 8:15 am in Media Center at Tequesta Trace MS LAST MEETING OF THE SCHOOL YEAR

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

- |                           |   |
|---------------------------|---|
| F.S. 1001.452 (1) (d) (1) | 1. Call meeting to order  |
|                           | a. Chair verifies that quorum has been met                                      |
|                           | 2. Approval or correction of previous month's minutes (May 1, 2025)             |
| F.S. 1001.452 (1)(d)(5)   | 3. Mr. Rivera Updates   |
|                           | 4. 25 – 26 Budget Overview – Mr. Rivera   |
|                           | 5. School Acct. Funds: \$4,297 & School Rec. Funds \$16,493.53                  |
|                           | 6. SIP Data/Discipline  |
|                           | 7. SESIR Events – School Environmental Safety Incident Reporting                |
|                           | 8. 25-26 SIP Planning – How do our test scores look?                            |
|                           | 9. BTU Updates  |
|                           | 10. New Business (PTA, All of the Wonderful Trace Happenings, etc.)             |
|                           | 11. 25 – 26 SAC Membership Survey   |
|                           | 12. Next meeting date: September 4, 2025 (1 <sup>st</sup> of 25-26 school year) |
|                           | 13. Adjourn the SAC meeting   |

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14. SAF Meeting Begins