

# School Advisory Council

## Agenda and Minutes Guidelines

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

12/5/2024



### Agenda

#### Sunshine Law Requires:

<i>Name of Organization:</i>	Tequesta Trace Middle School
<i>Name of Group:</i>	School Advisory Council (SAC)
<i>Location:</i>	1800 Indian Trace, Weston, FL 33326
<i>Type of meeting:</i>	General Meeting (Subcommittee meeting, Workshop)
<i>Date &amp; Time:</i>	December 5, 2024 – 8:15 am in Media Center at Tequesta Trace MS

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

##### 1. Call meeting to order

F.S. 1001.452 (1) (d) (1)

##### a. Chair verifies that quorum has been met

##### 2. Approval or correction of previous month's minutes (Nov. 2024)

F.S. 1001.452 (1)(d)(5)

##### 3. Amended October 2024 meeting minutes (requires approval)

##### 4. Mr. Rivera Updates

##### 5. Review of 24-25 Collection Development Plan (Library/Media)

##### 6. School Acct. Funds: \$4,297 & School Rec. Funds \$16,493.53

##### 7. SIP Data/Discipline

##### 8. 25-26 SIP Planning (new item)

##### 9. SESIR Events – School Environmental Safety Incident Reporting

##### 10. BTU Updates

##### 11. New Business (PTA, All of the Wonderful Trace Happenings, etc.)

##### 12. Next meeting date: January 9, 2024

##### 13. Adjourn the SAC meeting

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### 14. SAF Meeting Begins