

Virtual Preparatory Academy of Florida SAC Meeting Minutes

Wednesday, September 30th, 2026

10:00 AM

Virtual Meeting

- I. Call to Order April Carter
 - a. Meeting called to order at 10:02am
- II. Welcome and Introduction April Carter
- III. Review and Approval of Agenda April Carter
 - a. The agenda was reviewed.
 - b. Katrina Feola motioned to approve the agenda.
 - c. Stephanie Patrick seconded the motion.
 - d. Vote/Outcome: unanimously passed
- IV. Public Comment on Agenda Items
 - a. None noted
- V. Review of SAC: Purpose, Bylaws & Membership Lita Stanton
 - a. What is SAC? Explained the purpose, what the team is composed of, the bylaws and how membership works.
- VI. Membership Requirements & Recruitment Efforts April Carter
 - a. Membership/recruitment update:actively recruiting
 - b. Looking for more parents, students and community members
 - c. Additional SAC meeting: October 28, 2026 at 10:00 AM for officer elections.
 - d. Parents/Students interested in membership and Members interested in officer positions:
Student representative: Josh John, Talia Floyd, Karina Nicole Orona Caraballo
Officer Interest: Ma'Sha Tennant
- VII. Review of the 2026–27 School Improvement Plan Lori Gambino
 - a. SIP priorities/data reviewed: explained the goals of our SIP, our priorities in Math, ELA, Benchmark alignment, coaching, and small group/high dosage tutoring. Explained our goals for this year in regards to achievement percentages. Attendance and engagement focus- new requirements with cameras on, new PBIS implementation.
 - B. How are we implementing the SIP? Strengthening tier 1 instruction, using data to respond, targeted interventions, building teacher capacity, monitor implementation and adjust when needed during PLC's, professional development and data review
- VIII. School Improvement Plan Discussion & Feedback
 - a. Stakeholder feedback: Toni C. stated what stands out about the SIP's academic priorities and goals- do teachers know who is in the lowest quartile? Is there a shared calendar that teachers can see.
 - b. What barriers could affect student participation in intervention or high dose tutoring? Ma'Sha stated some students are not coming in until the end of the period. And for tutoring can we address

it to our 2's/3's that are on the cusp. Jan Hancock asked for stakeholder information (Lori G stated that would be shared at next meeting), Jan also asked how students were chosen for learning gains.

Ma'Sha asked about communication to parents and if power school emails are truly getting to our families or falling through the cracks.

c. Recommendations/follow-up: google form will go out for any other feedback

D. looking ahead and future meetings and dates : 10/28, 12/16, 1/13, 5/19 and 6/9

IX. Public Comment

a. Toni C. stated 12/16 is the next state board meeting so we may need to change that future date for our SAC meeting

No other public comment

X. Council Member Discussion

No other discussion noted

XI. Adjournment

Meeting adjourned at 10:37

April Carter

SAC MEMBERSHIP

Current membership and attendance for September 30, 2026:

Name	Representative Group	Present (Y/N)
April Carter	Coordinator	Y
Lori Gambino	Principal	Y
BSI Regional Director or Designee	Leadership	Y
Board of Director Member	Board	Y
Donna Vitek	Teacher	Y
Katrina Feola	Teacher	Y
Dani Vanryn	Teacher	Y
Ma'Sha Tennant	HDT Staff	Y
Stephanie Patrick	Coach	Y
Cody Swoboda	Lead Teacher	Y
Lita Stanton	Lead Teacher	Y
Toni Chieppa	Coach	Y
Jan Hancock	ESE Teacher	Y
TBD	Elementary Parent	
TBD	Middle School Parent	
TBD	Secondary Parent	
TBD	Student	
TBD	Community Member	

*44 total attendees

ACTION ITEMS / FOLLOW-UP

Action Item	Responsible Person	Due Date / Follow-Up
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Communicate Lowest Quartile Students to Teachers	April	10/15
Revise SAC meeting date for December	April	10/28

Draft minutes are subject to SAC review and approval.