

**Liberty Elementary School**  
**School Advisory Forum (SAF)**  
**Meeting Minutes (Robert's Rules of Order)**  
**Date:** February 25, 2026  
**Time:** 8:35 a.m.  
**Location:** Art Room, Liberty Elementary School

### **1. Call to Order**

The meeting was **called to order at 8:35 a.m.** by the SAF Chair. A quorum was present.

### **2. Approval of Agenda**

**Motion:** To approve the agenda as presented.

- **Moved by:** Francette Yelverton
- **Seconded by:** Ms. Jordan

**Vote:** Motion carried.

### **3. Approval of Minutes**

The minutes from the **January 28, 2026 SAF meeting** were presented for review.

**Motion:** To approve the January meeting minutes.

- **Moved by:** Francette Yelverton
- **Seconded by:** Ms. Jordan

**Vote:** Motion carried.

### **4. Reports / Information**

The agenda items were reviewed.

- A summary previously presented during the **SAC meeting** was reiterated for SAF members.
- Upcoming **Elementary School Subcommittee meeting dates** were provided:
  - **March 6 at 8:30 a.m.**
  - **March 27 at 11:00 a.m. (via Teams)**
- The SAF Chair shared information regarding:
  - Upcoming **SAF Chair Training**
  - The next **DAC North Area Advisory Meeting**

(No motions were made.)

### **5. Unfinished Business**

There was **no unfinished business.**

### **6. New Business**

There was **no new business requiring action.**

### **7. Adjournment**

**Motion:** To adjourn the meeting.

- **Moved by:** Ms. Ariel White
- **Seconded by:** Ms. Vernitra Jackson

**Vote:** Motion carried.

The meeting was adjourned.

### **Certification**

Respectfully submitted,

**[Name]**

SAF Chair / Secretary

Liberty Elementary School