5901 College Road | Key West, FL 33040 | 305.292.2400
https://www.cfk.edu/cfkacademy

Dr. Ja-Ronika Veldheer
Principal

Jen Alexander
Assistant Principal

Parent Advisory Council 2026-2027
Meeting Minutes
November 16, 2026
In-person attendance: Jen Alexander, Dustin Bass, Millie Rodriguez, Brenda Huebscher, Tamera Foster, Tracy Garcia, Dominika Wojciechowska
Virtual attendance: April Allen

1. Call to order @2:39pm — Jen Alexander
2. Pledge — Dominika
3. Adopt November agenda: motion 1st, Millie, 2nd, Dustin — Jen Alexander
4. Focus on PAC
    a. Go over PAC sponsored upcoming events for November and December
        i. November 19: Thanksgiving Trivia Fundraiser @CFKA downstairs; 6pm
            a. Event was cancelled due to only 2 teams signing up
            b. What can we do to promote the December Trivia night?
        ii. December 17: Holiday Trivia Fundraiser @CFKA downstairs; 6pm
            1. Funds raised will go to the senior class for Grad Bash and Prom
            2. 12 tables @$120.00 each
            3. How many tickets have we sold thus far?
            4. Senior class student council rep (Aydin) in charge of volunteer sign up
            5. Admin on duty: Ms. Alexander
                a. Items needed to set up:
                b. Projector, screen, extension cord, cooler with ice, beverages, snacks
                c. Amy has trivia questions
                d. Do we need the karaoke microphone?

5. Focus on Students — Dominika
    a. Friendsgiving
    b. Gingerbread Build-off

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i. Need 5 judges: Brenda has lots of interest on the Navy side
    1. Judging after lunch
ii. Are graham crackers and frosting being supplied by school or donated again?

c. Sweetheart or Not Dance
    i. Possibly a different venue or change the date

d. Student Showcase
    i. 4-6pm on Friday, December 4th
    ii. Need extension cords

6. Focus on School — Principal Veldheer
    a. Community Day
    b. Safety and Security update
        i. New door strike installed
        ii. Working on mass communication platform (Apptegy)
        iii. Ordering high-quality walkie talkies
    c. Frost museum field trip was a success
7. Adjourn @2:50pm