

South Area Advisory Council
October 19, 2016 Meeting Minutes

McArthur High School ~ 6501 Hollywood Boulevard ~ Hollywood, FL 33024

- I. Meeting was called to order by Jacqueline Cespedesat 9:00AM.**
- II. Pledge of Allegiance was recited.**
- III. Approval of Minutes**
 1. A correction to the minutes was made by Linda Ferrara to remove the following sentence from the September 21, 2016 Minutes: Linda Ferrara was nominated by Veronica Newmeyer and seconded by Jacqueline Cespedes as Facilities Task Force Representative.
 2. Motion was made by Esther Mizell and seconded by Veronica Newmeyer to accept the Minutes as corrected. Unanimously approved.
- IV. Boundary Committees**
 - A. Dates for Boundary Committee meetings will be as follows:
 - October 28, 2016 – Orientation
 - November 18, 2016
 - November 28, 2016
 - B. Boundary Committee Zone Representatives
 1. Jason Pierre and Helen Kennedy volunteered to be the Miramar Zone Representatives and Tim Arnwine volunteered to be the Flannigan Zone Representative. Motion was made by Linda Ferrara and seconded by Veronica Newmeyer to approve Jason Pierre and Helen Kennedy as Miramar Zone Representatives and Tim Arnwine as Flannigan Zone Representative. Unanimously approved.
 2. Correction was made by Jackie Cespedes to the Boundary Zone Representatives.
The newrepresentatives are:
 - Nova Zone – Esther Mizell
 - Hallandale Zone – Veronica Newmeyer/Jacqueline Cespedes
 - Hollywood Zone – Yoleine Louis
 - McArthur Zone – Ivan Zein
 - Cooper City Zone – Debbie Espinoza/Daylet Casuso
 - West Broward Zone – Anna Koldys
 - South Broward Zone – Carole Stewart-Heton/April LeClairMotion was made by Linda Ferrara and seconded by Veronica Newmeyer to approve Boundary Zone Representatives as read. Unanimously approved.
- V. District Accreditation – Donna Burch**
 - A. Accreditation review will be begin Sunday night, October 23rd. We have met with all the Principals and district staff that will be interviewed. We have visited all the schools that will be inspected and everything is ready. The team arrives Sunday night. Monday they will meet with Mr. Runcie, District Staff, School Board Members, Principals and stakeholders. Tuesday they will begin their school visits to evaluate the learning environment.
 - B. Stakeholders will be interviewed on Monday, October 24th from 4 pm to 5 pm at the Pompano Administration Center. All stakeholders are invited to come and be interviewed. As of today, we have (60) people signed up. The team will issue a preliminary report and discuss the findings on Wednesday, October 26th at 2:30 pm in the Pompano Beach High Auditorium.
 - C. The list of schools that will be visited will be posted on the website under the Accreditation Tab.
 - D. Next month we will begin discussing SIP Plans and the new Parent Involvement Initiative that will be added to the SIP Plan. There will be a real push to get parents involved in all ways possible. SAC Chair Training for the Parent Involvement Initiative will be the first week in November at the Pompano Administration Center. All stakeholders are invited to attend

VI. Office of Service Quality – Scott Jarvis

- A. College Fair at Nova University on October 20th from 6 pm to 8 pm
- B. We have a new Chief in the Special Investigative Unit. His name is Chief Hudson. The unit is reaching out to local police departments to improve policies and procedures to be prepared for any scenario.
- C. Ed Talk 2016-17 will be held on November 5th from 8 am to Noon at the Broward County Convention Center. Register at <http://browardschools.com/edtalk>. Positive empowering exercise for all stakeholders.
- D. The 411 on Parent Engagement Conference will be held on November 19th at 8 am at Ft. Lauderdale High School. They will have several parent workshops. Childcare is available. Register at: https://docs.google.com/forms/d/e/1FAIpQLSc4Tp1CUBaBjIS07xtBJwclrdx8BJMaQprndFI_6PsZd2aaEQ/viewform.

VII. Guest Speaker – Nadia Clarke – Family and Community Engagement (Parental Involvement)

- A. Working on getting feedback as to what engagement looks like and where we want to go with the process. Rolling out Family and Community Plan to be included in the SIP Plan.
- B. We will discuss at the SAC Training what are the Plan's expectations and deadlines.
- C. There are three Tiers that we will be focusing on:
 - Tier 1 – Expectations and Materials
 - Tier 2 – Identify Schools that need more support or are doing something different
 - Tier 3 – Priority Schools identified by School Improvement Data that need some type of community and parental support.
- D. Drafts of Family and Community Engagement (FACE) Plan, Providing Quality Customer Service, and 10 Things You Should Know documents were distributed to members. FACE Plan document lists the five expectations for SIP Plan. Information/documents will be given to stakeholders to review and provide feedback. We serve a diverse community and we need to make sure we know the community we serve. We need to continue to make families feel welcomed in our schools. Questions can be directed to nadia.clarke@browardschools.com

VIII. Chair Report – Jacqueline Cespedes

- A. We will be discussing the looping process at the DAC Meeting. The committee will be speaking to Jeff Mouquin.
- B. Tony Hunter, Chief Information Officer, will discuss the website template for schools.
- C. SAF should have their own website.
- D. School Calendar Options – Veronica Newmeyer
Feedback received back from schools is split 50/50 between the two options. Calendar Committee is meeting today at 2:30pm. SAF Chairs from the following schools relayed their members' feedback again:
 - Johanna Moas – Sunset Lakes Elementary – Option 2 Monday Start Date
 - Maria Morado – Coral Cove Elementary – Option 2 Monday Start Date
 - Helene Malanga – Everglades High School – Option 2 Monday Start Date
- E. Gifted Advisory Meeting tonight at McArthur High School.
- F. Magnet Showcase will be held on November 16th.

IX. Old Business

No old business to discuss.

X. New Business

- A. Motion #1 was made by Johanna Moas to shorten the time frame from the end of the quarter to the report card issue date to less than the current time frame which is three to four weeks from end of quarter.

1. Discussion was held. Report cards are issued three to four weeks after quarter ends and then the next day Interim Reports are issued for the current quarter. Changes can't be made until the language in teacher's contracts can be reviewed. It's not a matter of entering grades. Administration must review before report cards are issued.
 2. Mr. Jarvis stated the process in place is to allow administration at the schools to produce quality and accurate information before reaching the parents.
 3. Parents at the Elementary level do not have access to Pinnacle. System is set up but access has not been available to parents. Since more work is being conducted online, parents are not able to keep track of grades.
- B. Motion was made to amend the original motion #1 by Linda Ferrara and seconded by Janet Bravo to read: Whereas, effective communication is one of the three goals of the District, we move to shorten the time frame from the end of the quarter to the report card issue date to less than the current time frame which is three to four weeks from end of quarter. Motion to amend original motion #1 unanimously passed.
- C. Vote was called by Helen Kennedy and seconded by Ivy Kaprow to approve Motion #1 as amended. Motion #1 unanimously passed.
- D. Motion #2 was made by Maria Morado and seconded by Linda Ferrara to read: In an effort to open the lines of communication as well as improve customer service to stakeholders to allow the same access to as secondary schools to elementary schools to Pinnacle for elementary schools throughout the district to include grades 3-5. Discussion was held.
- E. Motion was made by Linda Ferrara and seconded by Veronica Newmeyer to amend the original motion #2 to read: In an effort to open the lines of communication as well as improve customer service to stakeholders to allow same access to Pinnacle as secondary schools to elementary schools to include grades 3 to 5. Motion to amend the original motion #2 as amended passed unanimously.
- F. Vote was called by Linda Ferrara and seconded by Janet Bravo to approve Motion #2 as amended. Motion #2 unanimously passed.

XI. Public Input

- A. From the floor, questions were raised as to where Broward County School District stands regarding excessive testing such as the FSA. These tests are state mandated. Parents should contact their local state representatives.
- B. Linda Ferrara addressed members advising them that OSEC Meetings are going to be held at South Broward High School on December 5, 2016 and Pembroke Lakes Elementary on January 19, 2017. Principals were reminded that they can bring community members to the meetings.
- C. Ivy Kaprow advised that at Cooper City Elementary, the new Principal has been pulled out for various meetings and there was no Assistant Principal left to run the day to day school operation. What is the policy regarding situations like this? Mr. Jarvis stated that we are building a pipeline of leadership at schools to cover when situations like this arise or staff is promoted. Angela Brown, Director at Office of Talent and Development, stated that every Principal has to have a succession plan. We need to look at each case separately. We will review the situation at Cooper City Elementary to see what happened.

The meeting was adjourned at 10:26AM
Next meeting will be held on November 16, 2016
McArthur High School at 9:00AM