


**BROWARD SCHOOLS**  
 POWERED BY THE

**VIRTUAL COUNSELOR**  
 DATA WAREHOUSE

Attendance

Membership

Sign In Sheets

Report

Help

Logout

Guest Sign In Sheet For MCARTHUR HIGH Date: \_\_\_\_\_

Time: \_\_\_\_\_

#	Full Name	Position	SBBC Employee	Parent of Student at School	Sign Here
1.	LAURENNA NAYARD	teacher	Yes		<i>[Signature]</i>
2.	Alan Siddman	Winnamunh	No	NC	<i>[Signature]</i>
3.	Todd Ballbee	Principal	Yes	NO	<i>[Signature]</i>
4.	Ginger Denise	Parent	NO	yes	<i>[Signature]</i>
5.	LAURA MARSH	PARENT	NO	yes	<i>[Signature]</i>
6.	M. Sokawa D Brezault	↓	N	Y	<i>[Signature]</i>
7.	Verelene Dignard	Teacher	NO	Yes	<i>[Signature]</i>
8.	Peter Bisset	hus/hand	yes	yes	<i>[Signature]</i>
9.	Olivia Bisset	student	NO		<i>[Signature]</i>
10.	Kristalyn Vergara	parent	no	yes	<i>[Signature]</i>
11.	Giovanni Vergara	parent	yes	yes	<i>[Signature]</i>
12.	Makaelyn Sager	student	no	no	<i>[Signature]</i>
13.	Angel Vergara	student	no	no	<i>[Signature]</i>
14.	Walter Pires	Teacher	Yes	NO	<i>[Signature]</i>
15.	Christian Campbell	Student	No	No	<i>[Signature]</i>
16.	MADISON GARVE	STUDENT	NO	NO	<i>[Signature]</i>
17.	MAURR. MALICHA	Teacher	Yes	NO	<i>[Signature]</i>
18.	JAE PINEY	Assistant	yes	NO	<i>[Signature]</i>
19.	Lucerne Reyes	Treasurer	NO	yes	<i>[Signature]</i>
20.	MAURR. BAYLYN	parent.	no	yes	<i>[Signature]</i>
21.	MAURR. BAYLYN	parent.	no	yes	<i>[Signature]</i>




**BROWARD SCHOOLS**

POWERED BY THE


**VIRTUAL COUNSELOR**  
 DATA WAREHOUSE

Attendance

Membership

Sign In Sheets

Report

Help

Logout

Guest Sign In Sheet For MCARTHUR HIGH Date:

Time:

#	Full Name	Position	SBBC Employee	Parent of Student at School	Sign Here
1.	Marlyla De la Cruz	Teacher	<input checked="" type="checkbox"/>		<i>[Signature]</i>
2.	Marcos De la Cruz	Parent		<input checked="" type="checkbox"/>	<i>[Signature]</i>
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					



**BROWARD SCHOOLS**

POWERED BY THE



**VIRTUAL COUNSELOR**

DATA WAREHOUSE

[Attendance](#)
[Membership](#)
[Sign In Sheets](#)
[Report](#)
[Help](#)
[Logout](#)

Guest Sign In Sheet For MCARTHUR HIGH Date: \_\_\_\_\_

Time: \_\_\_\_\_

#	Full Name	Position	SBBC Employee	Parent of Student at School	Sign Here
1.	Yolanda Keuss	Parent	NO	YES	Yolanda Keuss
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					
13.					
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					





**McArthur High School**  
**School Advisory Forum Agenda**  
**Monday, September 17, 2018**



- I. The Pledge of Allegiance
- II. Attendees/roll call:
- III. Approval of Minutes.
- IV. Principal's Report- Mr. La.Pace
- V. SAC Membership Voting
- VI. Committee Reports:
  - Reading and Writing-
  - Math
  - Science
  - Social Studies-
  - Testing-
  - Exceptional Student Learning Support (ESLS)
- VII. YMCA 21<sup>st</sup> Century Tutoring Program
- VIII. SIP Update
- IX. SAC Bylaws Proposal/ Approval
- X. SAF Update
- XI. Old Business/ New Business
- XII. Adjourn

Next meeting October 1, 2018 at 6:30 p.m.

**McArthur High School**  
**School Advisory Council Agenda**

**August 20, 2018**

Meeting began at 6:43

- I. Pledge of Allegiance- conducted by Laretta Cordoba (SAC Secretary)
- II. Attendance/ Roll Call- James Elder (Assistant Principal), David Piroozshad (Assistant Principal), Brittany Meinsen (SAC Chair), Marilyn Stephens-DeLaCruz (SAC- co-Chair), Janet Bravo (SAF- Designee), Marlene Williams (Parent), Yoceline Cliquot (Parent), Mayra Banegas (Parent), Nancy Mahecha (Teacher), Laura Marsh (Parent), Laretta Cordoba (SAC Secretary), Alex Oviedo (Student), Vincent Newman (Teacher), Wlado Mirambeau (Teacher), Cristobal Acuna (Parent), Jessica Beckford (Teacher), Farah Dieujuste (Student), Claudette Webley (Parent), Marlinda Taylor (Parent), Ginger Denise (Parent), Andrea Osbrune (Parent), Peta Bisset (Teacher), Karen Kameo (Student), Christian Campbell (Student), Magaly Liriano (Parent), Maureen Durand (Parent), Melany Quintero (Parent), Madison Grove (Student), Valerie Fernandez (Student), Lina Schaller (Parent), Yolanda Kears (Parent); Quorum established.
- III. Approval of Minutes- referring to the final meeting of the 2017-2018 Academic year; Vincent Newman motioned to approve the minutes, David Paniagua seconded; motion passed.
- IV. Principal's Report- Dave Piroozshad (Assistant Principal)
  - a. Asked to take a minute in memory of David Segula.
  - b. 2,070 students enrolled. We are taking students as registration is still open.
  - c. Classes are being leveled to make sure that numbers are in compliance with teacher student/ ratio.
  - d. Schedule changes will be done on August 24<sup>th</sup>.
- V. Safety and Security- Mr. James Elder (Assistant Principal)
  - a. Two additional security were requested, one was approved.
  - b. McArthur has complied with all district mandates.
  - c. School campus supervision will only be 30 minutes prior to the school day, and 30 minutes after the school day. Gates will be open and closed accordingly.
  - d. Front gate is closed at 2:10 PM in compliance with Florida State statute; no child can be signed out after that time.
  - e. There is only one way in during the school day.
  - f. All teachers, staff, and students are required to wear their identification badges around their neck while on campus.
  - g. Parent (Lisa Schaller) asked how after school activities are dealt with because her daughter was left on the side of the road at 4:15 pm. Mr. Elder explained that all sponsors are accountable for their participating student's afterschool and must be present with them until they are picked up. An email will be sent out to all staff to remind them of this regulation.
  - h. Students will always be supervised by sponsors.
  - i. Another parent (Mayra Benegas) verbalized how distraught she was over the gate being closed and witnessing over 20 students jumping the gate.



- j. If a code red is called and a student is outside of the classroom, they will not be allowed into a classroom after a minute wait.
  - k. Mr. Elder expressed his love and passion for all kids on this campus and assured everyone that we are doing everything possible to keep our kids safe.
  - l. Mrs. Bravo mentioned that open communication is important, and she wants improved response rate from teachers.
  - m. Teachers are required to respond to emails within 48-hours.
  - n. Mrs. Bravo would like all teachers' emails posted publicly on our website.
  - o. Mr. Elder mentioned he will find out the rule on making emails public on Monday.
  - p. Parent mentioned how key Canvas LMS has been with her child and how disappointing it was that last year only two teachers (out of eight her child had last year) used it.
  - q. Mr. Elder will see to it that all teachers have a canvas and at minimum, a home page.
- VI. SAC Meeting Dates- Mr. Newman motioned to accept the dates for the meetings, Marlene Williams seconded the motion, motion passed.
- a. English- Retakes for FSA will be in September. Department is focused on providing support for the SAT exam. To accomplish this,
  - b. Math- Algebra I and Geometry are required for graduation. The EOC accounts for 30 % of the student's grade, testing is in May. SAT is now the alternative for the PERT in 3 years. Diagnostic tests will be upcoming. YMCA schedule will be determined at a later date. There was a correlation between previous years' Mustang Academy on Saturdays and improved student test scores. This past year's data will be disaggregated. Edsite will be used for Algebra I and Geometry.
  - c. Science- Biology classes are doing diagnostics right now. Every teacher has a class set of books that are aligned with online resources.
- VII. New Business
- a. Homecoming will be held September 29. Tickets start at \$30 and will go up every week up to \$45.
  - b. Senior class- fall themed movie night, they will be putting in approvals for senior shirts and lanyards.
  - c. Friday is our first Football game.
  - d. SPIDER- Friday will be a general meeting. The club will be visiting southeast colleges in October 16-19. Students qualify by being the top 25% of freshman and sophomore classes.
  - e. Parent (Marlene Williams) asked how clubs are advertised. Mrs. Meinsen explained that by October they will be exposed through club week and Mustang Fest.
  - f. Ms. Bisset mentioned CODE on campus, who runs a STEAM club over the summer. Three students were selected to attend a conference in California.
- VIII. Adjournment- Mr. Newman motioned to adjourn the meeting at 8:05, Alex Oviedo seconded, motion passed.

Next meeting will be September 17, 2018 at 6:30pm in the teacher planning room.



**MCARTHUR HIGH SCHOOL**  
**SCHOOL ADVISORY FORUM**  
**BYLAWS**

**ARTICLE I: NAME**

The name of this forum shall be the **McArthur High School** School Advisory Forum (SAF). This Forum operates under Broward County School Board Policy 1.3: School Advisory Forum.

**ARTICLE II: OBJECTIVES**

Section 1: Mission Statement: The mission of the **McArthur High School** SAF is to foster and promote communication between its stakeholders, the school, and the Area Advisory Council. The SAF shall bring forth recommendations, concerns, and interests to and from their Area Advisory Council.

Section 2: Duties:

1. All duties will be advisory in nature, none of which will conflict with any of the powers and duties reserved by law, policy or administrative guidelines to the principal.
2. Actively participate with the School Advisory Council in identifying the educational needs and priorities of the school.
3. Actively participate with the principal in the preparation of the budget, and reviewing the budget-related concerns after each FTE count.
4. Indicate awareness of the program and plans for the school by the signature of the chairperson on the budget when it is submitted for district budget preparation.
5. Assist in the identification and coordination of the use of community resources to improve student achievement and school effectiveness.
6. Address parent/community concerns; work with the administration to solve problems and to initiate desirable change.
7. Assist in increasing/sustaining high levels of community support for the school.
8. Assist in planning, developing and implementing parent/community programs and training activities.
9. Participate in joint training opportunities with the School Advisory Council.
10. In addition to individual School Advisory Forum meetings, hold semi-annual meetings jointly with the School Advisory Council.
11. The School Advisory Forum shall use guidelines developed by the district, develop and adopt procedural bylaws, conduct meetings in accordance with the Florida Sunshine Laws, and conduct meetings according to Robert's Rules of Order, Newly Revised.
12. As an apolitical organization, officers and members are prohibited from using their titles and/or their positions to endorse, or give the impression of endorsing candidates for public office. In addition, public monies and/or materials may not be used to endorse candidates or further their campaigns.

**ARTICLE III: MEMBERSHIP**



Section 1: Membership of the School Advisory Forum (SAF) shall be representative of the school community to include parents or guardians of the students enrolled in the school, students of the school, employees of the school, business partners of the school, community members and business people. Participation from all ethnic, religious, cultural, and socioeconomic backgrounds is welcome and encouraged.

Section 2: Voting Rights: Meetings are open to all but voting rights are granted only to members who are parents or guardians of the students who are enrolled in the school or matriculating to the school the following year, students of the school, employees of the school and business partners of the school. To vote at any meeting, members must sign in and show proof that they meet the above voting membership requirements, if requested.

#### **ARTICLE IV: OFFICERS**

Section 1: Officers. The officers shall be the Chairperson, Vice-Chairperson, and Recording Secretary. They should be elected annually at the final meeting of the school year but no later than the first meeting of the next school year.

Section 2: Eligibility: The Chairperson and the Vice-chairperson shall be a parent or custodial guardian of a student who will be enrolled and attending the school during their term of service and shall not be employed by the School Board of Broward County at the school where they will serve.

Section 3: Term of Office: Elected Officers shall serve a period of one year or until their successors have been elected. They may be re-elected to that office for ONE consecutive terms.

Section 4: Election of Officers: Nominations shall be taken in accordance with Article V, Section 2. The election shall be by a written and signed ballot when there is more than one candidate for any office. The ballots will be counted by a member of School Administration, a member of the Nominating Committee and a voting member of the Advisory Forum who is not on the ballot.

Section 5: Chairperson Duties. The Chairperson shall have the following duties:

- a. Preside at all the **McArthur High School** SAF meetings;
- b. Sign all correspondence as well as, distribute all correspondence to the elected officers of the **McArthur High School** SAF;
- c. Attend all Area Advisory Meetings
- d. Attend the School Advisory Council meetings as a voting member or appoint a permanent designee to attend the meetings;
- e. Act in a professional, prompt and organized manner at all times and,
- f. Represent the majority opinion of the **McArthur High School** SAF.

Section 6: Vice-Chairperson Duties. The Vice-Chairperson shall have the following duties:

- a. Assume all the duties of the Chairperson in the event that s/he becomes incapacitated, unavailable, or must step down;



Section 7: Recording Secretary Duties. The Recording Secretary shall have the following duties:

- a. Ensure the recording of minutes at each **McArthur High School** SAF.
- b. Present the minutes at the next **McArthur High School** SAF meeting for review.
- c. Retain copies of all minutes of any **McArthur High School** SAF meetings and committees.
- d. Transmit the approved **McArthur High School** SAF minutes to the Principal and to such other persons as the Forum may direct. Retain copies of all the **McArthur High School** SAF correspondences, chairperson's reports, and meeting/committee reports

## **ARTICLE V: COMMITTEES**

Section 1: The Chairperson will create such committees as may be required to promote the objectives of the **McArthur High School** SAF. Once formed the committee members shall elect a Chairperson.

Section 2: Nominating Committee: The Chairperson will appoint a Nominating Committee at the general meeting no later than March. The Committee will consist of at least three members and always have an uneven number of members. At least one officer of the SAF shall serve on the Nominating Committee. The committee will elect a chairperson. The purpose of the Nominating Committee shall be to nominate one person to fill each elected position and to present this slate of officers at the general meeting where elections will take place. Additional nominations may be made from the floor when the elections are held. The Committee shall function according to Robert's Rules of Order, Newly Revised.

Section 3: Each Committee Chair shall have the duty to update the **McArthur High School** SAF, as necessary, at the monthly general meeting.

## **ARTICLE VI: MEETINGS**

Section 1: General Meetings: **McArthur High School** SAF shall meet regularly with the time, date, and place of future meetings decided by the **McArthur High School** SAF with the understanding that all meetings will be held in places that are easily accessible to the public. Notification of all regular meetings shall be included in the minutes and announced per Florida Sunshine State law.

The **McArthur High School** SAF shall meet at least twice a year with the **McArthur High School** School Advisory Council with the time, date, and place of meeting to be determined by mutual agreement of the SAC and SAF. Notification of all special meetings shall be included in the minutes and announced per Florida Sunshine State law.

Section 2: Special Meetings:

- a. A special meeting may be called when it is deemed necessary to conduct the business of the forum. The Chairperson or a majority vote of the membership may call special meetings. Notification of all special meetings shall be included in the minutes and announced per Florida Sunshine State law.



## **ARTICLE VII: AMENDMENTS**

These bylaws of the **McArthur High School** SAF may be amended at any regular meeting by a two-thirds affirmative vote of those eligible voters in attendance, provided that the amendment has been submitted in writing at the previous meeting. Any amendment must conform to the Broward County School Board Policy for School Advisory Forums; Policy 1.3.

## **ARTICLE VIII: PARLIAMENTARY AUTHORITY**

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the **McArthur High School** School Advisory Forum.

Adopted  
**11/7/2017**