

WESTGLADES MIDDLE SCHOOL SCHOOL ADVISORY FORUM (“SAF”)		January 20, 2017	
		9:00 am	
		11000 Holmberg Road, Parkland, FL 33076	
Attendance: M. Bianchi; J. La Rosa; T. Allison; B. Berken-Zaslov; A. Cook; A. De La Rosa; C. Hunschofsky; C. Hylton; C. James; B. McKenna; M. Mila; C. Schwartzberg; J. Wolfe			
SAF Co-designee(s) (T. Allison & J. Wolfe) welcomed all. The WMS SAF will regularly meet immediately after the WMS SAC – prior to today’s meeting, we have been holding joint SAC/SAF meetings.			
<b>MINUTES</b>			
<b>Agenda:</b>	North Area Advisory Council (NAAC)	<b>Presenter:</b>	J. Wolfe
<b>Discussion:</b>			
<ul style="list-style-type: none"> <li>Reviewed activities of the 01/19/2017 General Meeting held at Atlantic Technical College. Keynote speakers were Donna Boruch and Scott Jarvis – both from the Broward Schools Office of Service Quality. Ms. Boruch reviewed new guidelines to “Best Practices of Leading Effective SAF and Advisory” meetings. The “Best Practices” covered in the presentation included: (i) establish the purpose of the group; (ii) recruit members that fit the purpose; (iii) build and develop structure with your team; (iv) prepare your members; and (v) empower your group.</li> <li>SIP Training – 2/28-3/3 – 8:30 – 11:30 am and 12:30 – 3:30 pm at School Board Offices – KC Wright Building – 600 SE 3<sup>rd</sup> Ave., Ft Lauderdale, FL Parents are invited to sit in on the presentations for informational purposes. These presentations are geared for SAC Chair(s).</li> <li>The Office of Service Quality encourages all parents / stakeholders to download and use the Broward Schools App – it provides easy access to information and is being improved all the time based on feedback.</li> </ul>			
<b>Agenda:</b>	East Loop–Student Drop off   Pick Up	<b>Presenter:</b>	T. Allison
<b>Discussion:</b>			
<ul style="list-style-type: none"> <li>No recent issues to report – attributed to the fact that the school was closed for Winter break.</li> <li>WMS has a large number of students that leave at 2:45 PM, resulting in virtually two dismissal periods – 2:45 PM and 3:45 PM. There was discussion of prior parking issues and some lack of parking courtesies being exhibited by parents. In order to relieve traffic congestion, WMS Staff and the School Resource Officer has requested that parents pull all the way to the end of the loop in order to free up the lanes in front of the Security Office.</li> <li>Follow-up Questions: Why are there so many vehicles, including faculty and staff vehicles, parked in the east parking lot? SAF members are encouraged to provide additional feedback and suggestions at the February SAF meeting.</li> <li>Follow-up: Communicate “best practices” for parents to follow.</li> </ul>			

<b>Agenda:</b>		SAF BYLAWS		<b>Presenter:</b> T. Allison/J. Wolfe
<b>Discussion:</b>				
<ul style="list-style-type: none"> <li>SAF BYLAWS were previously distributed to all SAC/SAF members. Please read the draft in hopes that we will pass a motion to adopt the SAF Bylaws at the next SAF meeting.</li> <li>A copy will be distributed via email to all SAF members prior to the February-2017 SAF Meeting.</li> </ul>				
<b>Agenda:</b>		Bicycle Safety		<b>Presenter:</b> T. Allison
<b>Discussion:</b>				
<ul style="list-style-type: none"> <li>An issue regarding bicycle safety was raised at the WMS PTA Meeting, which occurred following the SAF Meeting. We will have more dialogue on this agenda item at the next SAF meeting but wanted to generate some thoughts on the matter.</li> <li>Parents have observed on several occasions that students departing the bicycle storage/parking area will leave the sidewalks and enter the drop off loop as a means to avoid pedestrian traffic. Unfortunately, there is no warning for drivers as bicycles enter the roadway and it is creating a safety hazard as drivers have had to react quickly to avoid the cyclist now on the roadway.</li> <li>Follow Up: Launch additional dialogue at the next SAF meeting (February-2017) and look at “best practices” in place at other middle schools. SAF members are encouraged to bring ideas to our next meeting.</li> </ul>				
<b>Agenda:</b>				<b>Presenter:</b>
<b>Announcement(s):</b>				
<ul style="list-style-type: none"> <li>WMS SHOWCASE for incoming 6<sup>th</sup> Grade parents and students – Tuesday, Jan. 24<sup>th</sup> 6:30 PM</li> <li>WMS PTA Meeting – following this meeting at 9:30 AM</li> </ul>				
Meeting Adjourned @ 9:20 AM				
Respectfully submitted by:			J. Wolfe	