

WESTGLADES MIDDLE SCHOOL SCHOOL ADVISORY FORUM (“SAF”)	March 17, 2017
	9:15 am
	11000 Holmberg Road, Parkland, FL 33076

Attendance:
M. Bianchi; J. La Rosa; A. Cook; A. De La Rosa; C. Hylton; B. McKenna; S Tephford-Rush; J. Montalto;
L. Caracuel; T. Allison; C. Schwartzberg; W. Alder; J. Alvarado; C. James; J. Wolfe

SAF Co-designee (J. Wolfe) welcomed all.
The Minutes of the February 17, 2017 meeting were reviewed and approved.

MINUTES

Agenda:	Westglades Middle TICKET To Safety	Presenter:	M. Bianchi

Discussion:

- As a follow up on the previous discussion regarding car line etiquette and protocol, Mr. Bianchi drafted a flyer **“Westglades Middle TICKET To Safety”**, which outlines the theme – Be Patient; Be Attentive; Be Pro-Active; Be Careful; and Be Safe. SAF Participants provided feedback and the document was well received by SAF participants. The purpose of the flyer/communication is to initiate behavior changes in parents in order to improve the car line experience for all stakeholders.
- Additional discussion was initiated in regards to students that are dismissed early and the challenges related to parking and pick up. Mr. Bianchi indicated that he was going to solicit additional feedback from WMS’s SRO and other members of the school administration team for “best practices” in order to efficiently address parent concerns and challenges.

Agenda:	Bicycle Safety – <i>update</i>	Presenter:	M. Bianchi

Discussion:

- As a follow up on a previous discussion, Mr. Bianchi reported that supervision has been implemented to improve and enhance bicycle and pedestrian safety within the WMS campus.

Agenda:	Coral Ridge Cross Walks	Presenter:	M. Bianchi

Discussion:

- The Coral Springs Police Department has confirmed that the signal equipment is functioning properly. There is a heightened level of concern for student/pedestrian safety crossing Coral Ridge Drive at Holmberg Road (as well as at Heron Bay Boulevard). SAF participants want WMS to investigate the ability to add crossing guards to at least the Coral Ridge/Holmberg Boulevard intersection to assist students traveling to and from school. Worth noting – the existing crossing guards are paid by the City of Parkland. The intersection on Coral Ridge at Holmberg Road is within the City of Coral Springs – consequently, we would be seeking to tap into their crossing guard program for additional support.
- Mr. Bianchi will reach out to the City of Parkland crossing guard coordinator in order to confirm the appropriate contact person at the City of Coral Springs.

Agenda:	Security Desk Office	Presenter:	M. Bianchi	

Discussion:

- Improvement on the efficiency and traffic flow at the security desk / office is considered a “work-in-process” as Mr. Bianchi and his staff continue to review alternatives. The size of the space dedicated to the security desk / office is not sufficient to handle the traffic of students, parents and visitors at WMS. Additionally, because this is the designated “central point of entry” for the school, the space needs to be welcoming and accommodate a variety of functions including (i) visitors to the school; (ii) students arriving late; (iii) students dismissed early; (iv) volunteer sign-in/sign-out; and (v) other.
- Security – Mr. Bianchi will follow up with representatives from Broward Schools on the issue and placement of a panic button at the security desk.
- Staffing – Mr. Allison reports that the current staffing – using a combination of school employees and volunteer parents is working well.

Agenda:	Door Locks (Portable Classrooms)	Presenter:	M. Bianchi	

Discussion:

- As a follow up on a previous discussion, Mr. Bianchi reported that the issue has been generally resolved. A challenge may arise on a limited basis from time to time when a substitute instructor does not have a working key to a specific classroom and the door is unlocked during class changes to facilitate the movement of students and the instructors. Faculty and staff have been advised to confirm that classroom doors are locked during the instructional period. A recent Code Red Drill reflected no meaningful issues with unlocked doors.

Agenda:	Student Backpack – Weight & Impact	Presenter:	T. Allison C. James S. Tephford-Rush	

Discussion:

- Student backpack weight continues to be an issue and members of the SAF voiced concern and frustration that the weight of these backpacks may have long term effects on a student’s posture and spine. Mr. Bianchi would like to make some spot checks to confirm the content of these heavy backpacks.
- The consensus is (i) teachers should remind students on a regular and consistent basis exactly what is needed in the backpack and to reinforce the ongoing removal of nonessential items in order to reduce the weight; (ii) students need to be reminded to remove and store old materials and remove clutter from their backpack-several parents reported that their child launches a panic attack when parents attempt to remove old materials and clutter from the backpack.
- Parents suggested several alternative binder resources to reduce weight as well as reducing the amount of copies distributed to students.
- Mr. Bianchi will review the matter at an upcoming faculty meeting with the intent to gain feedback and input from the staff.

Agenda:	School Safety Issues			Presenter:	M. Bianchi
Discussion:					
Several school safety issues were raised for follow up feedback and/or implementation.					
<p>[] Safe Zone for students – used during a Code Red when students are not in an assigned classroom – a secure (locked) room for use during a Code red. Safe Zone concept has been implemented in elementary schools - Riverglades ES was cited as an example). – M. Bianchi to follow up.</p> <p>[] Code Red training for all parent volunteers (suggestion to watch the video “Run Hide Fight”). Parent volunteers need to learn the appropriate protocol for Code Red. – M. Bianchi will follow up with BCS.</p> <p>[] It was suggested by a member of SAF that parents may want to view the video Run. Hide. Fight (located on You-Tube) as an instructional aid. This video is used to a higher degree for Workplace Violence training – M. Bianchi will follow up with BCS for “best practices” to initiate training.</p> <p>[] Code Red training for cafeteria area – practice utilizing kitchen area as a “safe zone” for student in the cafeteria area at the time of a Code Red. The challenge with this training is that the kitchen is usually in use and not available for simulation training</p>					
Meeting Adjourned @ 10:00 AM					
Respectfully submitted by:			J. Wolfe		