



# Broward County Public Schools

## Parent/Community Involvement Task Force

### Meeting Notes

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Wednesday, May 18, 2011  
KCW, Pre-Function Room, 5:30 p.m. – 7:30 p.m.

Facilitator: Jeffrey Moquin, Executive Director, Support Operations  
Chair Pro Tem: Mary Fertig, Appointment for Board Member Laurie Rich Levinson

Attendees: Janet Bravo, Sharon Cohen, Karen Davis-Powers, Bernie Kemp, Jodi Klein, Doug Kruse, Linda Lewis, Andrea Lubell, Gloria Moschella, Lew Naylor, Scott Neely, Melodee Putt, Laurie Rich Levinson, Gwen Watson, Maggie Zalamea

#### ❖ Welcome

The Honorable Laurie Rich Levinson, School Board Member, welcomed members and discussed the purpose of the Task Force: to increase and enhance parent and community involvement in Broward County.

#### ❖ Overview

Mr. Moquin presented on the Task Force's composition, current framework for parent/community involvement (including the existing structure), action plan, and needed subcommittees. He emphasized a goal of the Task Force: to ensure parents are in tune with the mission and strategic goals in Broward, the 6<sup>th</sup> largest school district in the nation.

#### ❖ Introductions

Each member, beginning with Mary Fertig, discussed her or his interest in the Task Force and background in volunteering. Ms. Fertig emphasized the need to *inspire* parents to volunteer.

#### ❖ Subcommittees

Co-chairs for each subcommittee were chosen. These co-chairs will serve to facilitate participation and communicate subcommittee activity to the Task Force. All members will have an equal voice in the direction of their subcommittee. As the Task Force progresses, these subcommittees may be revised, with additional ones added if necessary. Mr. Moquin will solicit information from Task Force applicants as to their desire to participate on a subcommittee and their preference for which one.

### Business Outreach

Co-chair: Andrea Lubell (2<sup>nd</sup> co-chair TO BE ANNOUNCED)

Charge: To reach out to local businesses to determine their interests regarding schools; to determine how the school system can better support local businesses and the type of information they need from us relative to education issues; to work collaboratively to better engage businesses.

### Communications

Co-chairs: Karen Davis-Powers & Doug Kruse

Charge: To look at the way we communicate with parents and the community at large; to look at how we may improve communication, with an emphasis on utilizing technology.

### Community Outreach

Co-chair: Gwen Watson (2<sup>nd</sup> co-chair TO BE ANNOUNCED)

Charge: To reach out to non-profit organizations; to determine how the school system can better support non-profit businesses; to work collaboratively to better engage non-profits.

### Municipal Relations (City / Government)

Co-chairs: Linda Lewis & Maggie Zalamea

Charge: To reach out to municipalities and education advisory boards, engaging them in communications; to determine how municipalities and the school district can best work together; to become more aligned and strategic in efforts regarding state policies influencing education.

### Policies & Procedures

Co-chairs: TO BE ANNOUNCED

Charge: To review all policies applicable to parent and community involvement and participate in the revision of those policies as recommended in the final report of the task force.

### Research

Co-chairs: Bernie Kemp (2<sup>nd</sup> co-chair TO BE ANNOUNCED)

Charge: To research national models on communication and parent involvement; to investigate and research issues for the other subcommittees.

#### School Outreach

Co-chairs: Jodi Klein, Gloria Moschella & Melodee Putt

Charge: To reach out to local schools; to determine how the school system can better support local schools; to solicit ideas for effective models for parent/community involvement; to engage parents and local businesses to be actively involved with local schools.

#### Stakeholder Satisfaction / Data Gathering

Co-chair: Janet Bravo (2<sup>nd</sup> co-chair TO BE ANNOUNCED)

Charge: To facilitate a new method of collecting data and serving various stakeholders with pertinent issues; to identify the pertinent issues for which we should be seeking parent and community involvement.

#### ❖ Actions

Based on the work to be completed by the subcommittees (by November 2011), a Recommendation Report will be presented to the Board (January 2012).

#### ❖ Next meeting

Wednesday, June 1, 2011, 5:30 pm – 7:30 pm, KCW Pre-Function Room

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#### Supplemental notes:

- ❖ It was determined when reviewing the charge of the Stakeholder Satisfaction / Data Gathering subcommittee that it would best be served by combining it with the Communications subcommittee.
- ❖ Reviewing the co-chairs, the teacher's voice was not represented in the School Outreach subcommittee. Rather than serving as co-chair for the Municipal Relations subcommittee, Maggie Zalamea, Broward Teachers Union, agreed to serve as an additional co-chair for School Outreach.
- ❖ Gloria Moschella has agreed to replace Maggie Zalamea on the Municipal Relations subcommittee.