



Broward County Public Schools

Parent/Community Involvement Task Force

Meeting Minutes

McFATTER TECHNICAL CENTER

CULINARY ARTS BUILDING - BISTRO

AUGUST 28, 2013 / 5:30 PM TO 8:00 PM

Present Members: Mary Fertig (Chair), Janet Bravo, Gloria Moschella, Lew Naylor, Laurie Rich Levinson, Cathie Starkey, Elisa Wolfe

Guests: Nancy Juin (volunteer), Wanda Robinson, Charles Webster, Rose Williams (volunteer)

- [Call to Order and Introductions](#)

Ms. Fertig called the meeting to order. The members and guests introduced themselves.

- [Approval of Meeting Minutes from May 23, 2013 meeting](#)

The minutes were unanimously approved, with one change on page 3 pertaining to a District Advisory Council (DAC) training. The word “correction” will be changed to “pipeline” (“...elimination of the ‘school house to jail house’ pipeline”).

- [High School Forum / Middle School Forum](#)

Potential dates were discussed for these two forums, keeping the Superintendent’s walking tour dates in mind to avoid conflicts. (Update: Forum dates were finalized as follows: October 23, 2013 – High School Forum; November 18, 2013 – Middle School Forum. Both will be held at Indian Ridge Middle School.)

Groups to be invited include: English Language Learners (ELL), Exceptional Student Education (ESE), School Advisory Council (SAC), School Advisory Forum (SAF), principal groups, teacher representatives, business partners, and booster clubs.

Ms. Fertig indicated we need facilitators. In addition, Task Force members shall email Todd Sussman and Ms. Fertig preferred questions to include with the group discussions at the forums.

Ms. Rich Levinson indicated the need to compile the information afterwards. A recorder and facilitator will be needed for each discussion (break-out) group.

Ms. Juin suggested high school students take the minutes from the break-out groups.

Ms. Rich Levinson suggested inviting Pat Reilly, Chief Auditor (or a representative from his department) to attend and discuss rules for fundraising, which would be helpful to the booster clubs and those involved in extracurricular activities.

Ms. Robinson will present suggestions for how to better utilize volunteers, and to gather information on schools' needs pertaining to volunteers and mentors.

Ms. Wolfe suggested that school representatives discuss their efforts to help communities and will write a discussion question to address this.

- [Academy for Community Engagement \(suggested name for Parent University\)](#)

Ms. Robinson indicated the first group for this Academy will be held at Lauderdale Manors in mid-September, and ultimately, there will be such a group in every Board Member's area. The first event will be a resource fair, pursuant to the school's request. They also have a Parent Teacher Association (PTA) clothing bank. She distributed a flier for the Academy's September 2013 launch program as well as a fact sheet.

Ms. Robinson's goal is to find resources for schools. She will develop templates for schools to use and prevent duplication of efforts. She requested the Task Force identify faculty, presenters for the academy, and best practices for schools. Ms. Robinson stated there will be a webpage on the District's site dedicated to the Academy.

Ms. Bravo recommended schools market their events to make them more compelling, to increase participation. She also suggested "brain food" as a topic, nutritious meals to help children increase focus on their homework.

Ms. Fertig suggested these topics for Academy: "chairs of committees" meeting; Sunshine Law and ethics rules. She also recommended discussing the Academy at the upcoming high school and middle school forums.

Ms. Robinson recommended courses on nutritious eating (with croc pots), cost-saving but healthy meals, how to shop the Swap Shop on a budget, creative shopping, and project-based mentoring. She suggested "working from the schools out" to embrace mentors.

Ms. Wolfe recommended asking the local news and Sun Sentinel to cover these positive events

Mr. Naylor suggested ACE programs (architects, construction, engineers) at the school level. This is a national mentoring program.

Ms. Rich Levinson stated principals need to "buy in" to mentoring for it to work; Mr. Naylor added staff would have to buy in as well. Regarding the format of Academy courses, she suggested one track for parents and one for children.

Ms. Juin suggested the PTA provide food for these events.

Mr. Sussman recommended a course on mental health, parenting skills, and anger management, as a way for parents to learn and share solutions.

The group was asked to email all ideas for Academy events to Ms. Robinson.

- **Task Force Report**

Ms. Rich Levinson indicated the Task Force will continue to function through the implementation of recommendations brought forth at the Board workshop. All current members were invited to continue with the Task Force. She reported on those items already implemented:

1. Parent University (now called “Academy for Community Engagement”)
2. Smart phone app
3. Revised District website
4. Customer service
 - a. Front office staff at all schools have been trained or are in the process. Next: training for principals.
 - b. Incorporated into operating procedures. Two staff members attended Disney training.
5. Strengthen communication:
 - a. Ability to text
 - b. Emergency contact card - gathered data on parents’ preferred method of communication.
 - c. Partners In Education (PIE) program – they are successfully implementing many Task Force recommendations and working on an annual report.
 - d. District event calendar – now posted on the District’s website.
 - e. “Get Involved” video – can be viewed online:
<http://www.browardschools.com/Parents-Students/Parents>.
See “Video Spotlight.”

These are the items which still need to be looked at:

1. Principals and customer service
2. Volunteers and how they are welcomed to the District
3. Non-profit organizations and how their participation is initiated
4. The Superintendent’s screening committee

- **Adjournment**

Mrs. Fertig adjourned the meeting.