



Broward County Public Schools

Parent/Community Involvement Task Force

Meeting Minutes

McFATTER TECHNICAL CENTER

CULINARY ARTS BUILDING - BISTRO

JANUARY 12, 2015 / 6:00 PM TO 8:00 PM

Present Members: Mary Fertig (Chair), Debbie Aleman, Dana Beharry, Janet Bravo, Colleen LaPlant, Lew Naylor, Laurie Rich Levinson, Cathie Starkey

Guests: Wanda Robinson

- **Call to Order & Welcome**

Ms. Fertig called the meeting to order and welcomed the members and guest.

- **Approval of Meeting Minutes from November 13, 2014**

The minutes were unanimously approved with no changes.

- **Vote on By-laws**

Recommended amendments:

p. 2, Article III, Section 1, Composition (membership) re-wording recommended. Instead of “union representative” and “teacher representative,” it should say “2 employee representatives, at least one of whom is a teacher.”

p. 6, Article VI, Section 7, Change quorum to eight (8).

Add Page X of Y format

Also discussed:

p. 2, Article III, Section 1, 1 principal representative to be selected by resume. Ms. Rich Levinson suggested applications be sent to Desmond Blackburn, Chief School Performance and Accountability Officer, by this April, for selection this June.

However, by the next meeting, the designation of an acting principal representative was recommended.

p. 5, Article V, Section 2 – The item of the Chair meeting annually with the Superintendent was discussed (but not amended).

The by-laws were unanimously passed by the voting members.

Mr. Naylor will make the revisions discussed tonight. Upon receipt, Todd Sussman will forward the by-laws to Jeffrey Moquin, Chief of Staff.

- **Update on Task Force Recommendations**

Updates will be discussed at a future Task Force meeting.

- **Parent and Community Involvement Conference – April 2015 (Conference subcommittee)**

Saturday, April 11, 2015 is the date (9 a.m.- 1 p.m.). Piper High has been reserved for the event.

Ms. Aleman, co-chair of the Conference subcommittee, will email detailed notes from tonight's discussion on the conference to all members and guests. (*Update*: action completed 1-13-15. Thanks, Ms. Aleman! Please also see attached.)

Here are additional items discussed:

Ms. Rich Levinson stated the original idea was to gather different stakeholders and have the keynote speaker talk about parent engagement. Following the keynote speaker, break-out sessions for principals, teachers, guidance counselors and parents (four different groups) would be held. She added it is okay to also target parents who attended the forums, as the conference would still be a learning experience for them.

Ms. Starkey said Whole Foods was contacted. They may be able to help out with food for the participants.

Ms. Fertig suggested reaching out to other counties for their success stories (i.e. booster club success).

Ms. Beharry spoke of a digital as well as cultural divide. She recommended a liaison for each grade: Creole, Spanish, and Portuguese. Find liaisons in the cultural community to help, and also encourage parents who attend to bring the information back to their communities and friends.

Ms. Robinson suggested utilizing the District's volunteer program to recruit people to volunteer beyond their child's school.

Mr. Naylor recommended reaching out to the Rotary and Kiwanis clubs for their participation.

Ms. Fertig suggested a session on how to use social media to increase parent involvement. Ms. Rich Levinson indicated students could present on this topic.

Mr. Sussman suggested a raffle of donated gifts as a way to increase attendance at the Conference.

The next Conference subcommittee meeting is Monday, January 26 at Indian Ridge Middle School, 6:00 p.m.

- **Forums Subcommittee (Middle & High School Forums)**

Ms. Bravo indicated communication and information is a recurring theme of the data collected.

Mr. Naylor followed up Ms. Bravo's report from the data committee with the suggestion of putting the Task Force original recommendations on the front page of the district website. Those original recommendations reflect the majority of the feedback that had been received from the 2014 forum participants.

Ms. Rich Levinson stated the need to distribute the Task Force recommendations from 2012 and 2014 to the community.

Mr. Naylor stated that parents may sometimes have or convey information at meetings that is not accurate.

The next Forums subcommittee meeting is Wednesday, January 28, at Plantation High (6:00 p.m.)

- **New Business**

Ms. Fertig stated Task Force members are great at putting on the forums, to organize people and get their voices heard, without adding our personal biases. This expertise could be utilized for school boundaries and other committees. We are seasoned facilitators.

Ms. Bravo recommended finding / having guidelines (a unified format) for how to take notes at the forums.

Mr. Sussman reminded members of the deadline for advertising (to comply with Sunshine law) for February meetings. It is early this month (tomorrow, January 13, 2015).

- **Next Meeting Date**

The next regular Task Force meeting will be held on Monday, February 9, 2015 at McFatter, 6:00 p.m. (*Update:* the Cafeteria next door to the Bistro was reserved; we will be able to use the Bistro, our regular meeting room, if it opens up the night of the meeting.)

The primary focus of the February 9, 2015 meeting will be Conference planning.

In addition, another Conference subcommittee meeting will be held on Thursday, February 19 at Indian Ridge Middle School, 6:00 p.m.

February meetings for the Forums subcommittee are as follows:

Thursday, February 12 and Wednesday, February 25. Both meetings will take place at Plantation High School, 6:00 p.m.

- **Adjournment**

Ms. Fertig adjourned the meeting.