



VISION  
*To be a world-class school system.*

**Board Advisory Committee Chairs' Meeting – N O T E S (Draft)**  
**Monday – February 5, 2007 / 3:30 p.m.**

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**Call to Order:** by Mr. Keith Martin, Board Attorney (at approximately 3:37 p.m.)

**Attendees:** Mr. Art Steidel, Construction Advisory Committee      Mr. David Hall, Finance Advisory Committee  
Dr. Constance Dennis, Curriculum Advisory Committee      Mrs. Donna Butts, District Advisory Council  
Mr. Dick Young, Compliance Advisory Committee      Dr. Constance Jones, Acad. Svcs., Exec. Dir.  
Mar. Michael McNerney, Chief Admin. Officer      Mrs. Denise Mangus, Recording Secretary

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1. **WELCOME FROM SUPERINTENDENT** – Mr. Martin noted Dr. Browder had knee surgery last Friday and would not be present today.
  2. **APPROVAL OF NOVEMBER 13, 2006 MINUTES** – Minutes were accepted as submitted. (Mr. Martin provided a reminder that March 13<sup>th</sup> is the next quarterly reporting to the Board (at Briefing).)
  3. **DISCUSSION OF INDIVIDUAL COMMITTEE INITIATIVES** – Mr. Steidl noted things getting better; Committee may need more definition (e.g., what portion of safety line item can they be helpful in). They've talked about it re construction and high school guardhouses, fencing, etc. There's a field trip this week of the new Administration Center. He noted getting at what the Board wants.

Mrs. Butts noted DAC's ongoing Call Center conversations; proposals for such will be left with DAC's recording secretary. Examples of recommendations include changing name of Call Center, redesign the poster (put in highly visible areas around District), improve advertising of such (PSAs, TV, newspapers, web, newsletters, open house packets, marquees, movie theatres). The Call Center is thought to be an excellent idea. High school students could design a commercial video (project) with teachers and students in such; perhaps ParentLink could be used as well as noting such at Town Hall Meetings. A time limit could be put on to test cost effect. Another issue DAC has discussed is dropout prevention; high schools are concerned. Data's requested of how many students but names of 16+ year-olds not allowed, the number at each school (e.g., if from one area), etc. Being questioned is coordination and what's the District Plan (is the latter followed and with what steps?). Also, what is done to get to a certain number re A++ and STAR; a detailed outline is wanted for teachers (to DAC and teachers in general). Dr. Jones noted STAR was just recently approved; there was a development process, and Dr. Greg Adkins is the contact. Mrs. Butts, re DAC, noted quite a time with the "I Pledge" cards. Mr. Legutko gave a thorough presentation on funding at the last DAC. Volunteers are being sought for the Town Hall meetings. Lastly, there's concern on equitable technology among schools (new schools seem to have advanced); Mr. Alton came to DAC, with his presentation updated and the timeline progress.

Dr. Dennis noted Curriculum's work on advanced learners' recommendations; several things explored. Dr. Brunick gave an overview (last meeting) of his department, especially about advanced learners (early age assessment—how identified when coming into the District from others; mentor for every 800 students). The topic of safety was another concern; they're wondering how to approach—e.g., curriculum for teachers on safety (information is wanted). Technology is also being explored; Mr. Chilmonik gave a talk on this. The career vocational committee will explore technology more. Re dropouts, this is being looked at re other districts'; a peer district was Hillsborough and their record was good. For ESOL/dropout, a mentor (like Gifted has) is being discussed who can speak in their own language. Ms. Jeananne Folaros is involved with a credit-based system transition presentation.

Mr. Hall noted re safety, not only getting in and out of school, but life lessons on being careful is important (security procedures re supposed banks requesting responses to verify account information); maybe this could be built into some kind of curriculum (1<sup>st</sup> grade to 12) quarterly; e.g., computer safety.

Mr. McNerney noted, re curriculum, every school has emergency response plan plus teachers enact such; update was just completed. The 5-10-20 year safety/security issues' plan will be shared with principals. A computer/cyber-safety workshop was held for parents. Dr. Butts is concerned, re weapons, about students driving and parking together with teachers. Mr. McNerney noted this should be addressed by administration; it's not common practice for shared parking area. The gatehouse concept is getting renewed interest where students check in and out and would have designated student parking. The CAC has talked about the guardhouse footprint and pre-cast. Mr. McNerney noted each facility has access challenges (older ones) but we have to continue to be community-friendly with parents coming and going. Mr. Young noted being general (doesn't want drifting or to be non-economical for staff) and the Board to give direction; he also commented on getting coordinated as Compliance has worked the last two meetings on the hotline program (many things Mrs. Butts said are being incorporated). Mr. Hall likes the Board giving latitude but noted Mr. Young's good point. Mr. Young feels, re Compliance, feeling thrown wide-open and to keep their interest by digging into subject(s) to be broken down. Mr. Steidl felt we're on the right track though some feel it may be too broad; CAC has talking points and subtopics related to their field. Mr. Steidl noted that if there's overlap of concern areas, the need may be strong. Mr. Hall enjoys receiving the other committees' e-mails.

Mr. Hall noted the Finance Committee wrapped up last year's budget (books came out), and all questions were answered. Next year's budget process continues, with Finance and Budget clicking along each month; the state has different monthly requirements. The Committee talked about money given back to the state; some counties having trouble but the District was prepared. He noted his and his wife's attendance at a Board Meeting where a citizen put the request out for Board diversity (representation). Mr. Hall noted staff's presentation on safety was enlightening for him. They went through the Safety Department budget as well as capital requests/projections (staff is working on answers for the latter). He noted—re problems in schools—coming up with the numbers of fights, drugs, arrests and are dollars effective in accomplishing increased safety. Mr. Martin noted Student Services tracks the statistics; Mr. McNerney added this is a state requirement and much data is used for safety and security issues. Re Mr. Young's question on occurrence of accidents and why, Mr. McNerney noted it depends on the way reported and what constitutes an accident (e.g., side mirror knocked off bus—not considered major for accident reporting). Re schools' yearly data, recommendations come out (i.e., signage is driven from accident data). Mrs. Butts questioned how schools monitor who drives to school; the state regulates the number of parking spaces, the car has to be registered with decal, and every high school having copy of license/tag/description. Mr. McNerney noted again, in most cases, it's not a shared lot. Mr. Martin noted, re minority participation, the policy language of each Board Member making reasonable effort for one of their three appointees per committee. Mr. Young noted Compliance's call center recommendations are anticipated to come in March to the quarterly reporting at Briefing.

Dr. Jones noted that at next week's Board Meeting a recommendation is going forward to pursue approval for District accreditation (instead of individual high school accreditation); as long as the Board approves, there'll be seven standards to meet (demonstrate planning continuous improvement cycle for each standard, gathering data, and have quality assurance committee come and do program). One strategy is taking standards and forming committees to study each standard and collect kinds of documentation and work with District and schools to develop plans in order to prepare for District accreditation. Each committee would have a representative from departments, schools, etc. and it would be appreciated if an advisory chairperson could serve on each of the committees. Board approval of the accreditation is needed before Dr. Jones can share copies. It is the hope to start in the fall on the right

foot, with correct data. Mr. Young noted having an assigned topic for an advisory committee and set little projects; this may help keep volunteers active/motivated. Dr. Jones responded to Mrs. Butts that the District accreditation will be via SACs and there are associations now merging which cover 30 states (new organization); the Southern Group SACs now being worked with is part of the new organization (individual school accreditation to be eliminated; Mrs. Butts noted this as fantastic). Schools' roles are important and updated school profiles are to be done, but not five-year. School Improvement Plans are evaluated to meet all seven standards for alignment; Mrs. Butts noted working on SACs accreditation is good. Mrs. Dozier is on council for the state and one-third of districts in Florida are pursuing this. Mrs. Butts noted it giving Boards and Districts credibility. Mr. McNerney noted it pulls in a lot of exercises and works toward one goal; he's been involved over three decades and relatively few districts make a commitment to go forward.

Mr. Martin noted the last quarterly reporting to the Board by chairs will probably be June; the next meeting will be May 7<sup>th</sup> at 3:30 p.m. Mrs. Butts asked Mr. Martin if the chairs are providing what is wanted; he noted it's the Board's intent to offer help, and he expressed regrets again for Dr. Browder (who gives direction).

Dr. Jones mentioned the drop-out issue noted by Mr. Young; he visited drop-outs' homes but doesn't want any part now (thrown out). DAC would be interested in a report of home-based or school-based (duplication of efforts is not desired). Mr. Martin noted Florida Statutes; guidance counselor does exit interview for dropping out and any actions that could be taken. Mr. Young commended those individuals working at schools. Counselors can't get parents to come to school for discussions on drop-out issues. Mr. McNerney noted (in his 35+ years' experience) the drop-out issue is very important; statute gives opportunity but students just disappear. It's imperative to compare drop-out data "apples to apples," per Mr. McNerney; there are a couple of studies on the opposite of dropping back in programs after going into the business world (after initial drop-out). If student who has dropped out moves out of state, it's still a District dropout. Mr. McNerney noted previous difficulty in tracking migrant students (the early 1980's found a system to track with each student documented and a base school); from state to state, there's not always true agreement on drop-out language (depends on tracking system).

5. **ADJOURN** – The meeting was adjourned at 4:40 p.m.

/dwm