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## District Advisory Council

The School Board of Broward County



Questions

### SAF Chair Drop-In Learning Session Minutes

October 25, 2025 – 10:00am

Virtual on Teams

#### Attendees (as identified):

- Nicole Morse – North Area Advisory Chair
- Cynthia Dominique – District Advisory Chair (DAC)
- Brooke Bordy – Vice Chair, Central Area Advisory
- Lin Ferrara
- Heather Fox – Fox Trail Elementary
- Kanchan Sakhrani – Indian Trace Elementary (Vice Chair)
- Jorge Guerra – Manatee Bay Elementary (SAF Chair)
- Latrisha (School Board Appointee)
- Multiple parent and phone-in participants

#### Welcome & Introductions

- Participants gradually joined; Chair encouraged cameras on and introductions.
- Parents and SAF Chairs introduced themselves and their schools.
- Technical issues noted with district website links for meetings.
- Flyers and meeting information shared in the chat as backup.

#### Purpose of Drop-In Session

- This session focused on advocacy, relationship-building, and Q&A for SAF Chairs.
- Participants encouraged to ask questions about operating their SAF, running meetings, and navigating challenges.

#### How Members Became Involved in Advisory

- Several participants shared how they first joined SAC/SAF, often through school needs such as facilities or campus safety.
- Emphasis on the importance of learning, building confidence, and representing parent voices.

### Discussion Topics & Q&A

#### 1. Scheduling SAF Meetings & Increasing Participation

- Some schools struggle with standalone SAF attendance; many pair SAF with SAC.
- Recommendation: Hold SAC and SAF back-to-back on the same day but alternate which goes first.
- Reminder: Business (motions, votes, approvals) **\*\*must\*\*** occur in-person for Sunshine Law compliance.
- Virtual sessions may be held for **\*\*information only\*\***, not for business.
- Flyers should clearly state the content to engage parents (e.g., test score interpretation sessions).

#### 2. Conducting Business & Parent Engagement

- Only in-person meetings can approve minutes, bylaws, officer elections, or motions.
- Online meetings may build consensus, but no formal votes.
- If informal conversations with administration don't resolve issues, SAF may make a formal motion.
- Motions from SAF/SAC can move upward: School → Area Advisory → District Advisory.

#### 3. Examples of In-Person Motions & Follow-Through

- Example shared: motions requiring principals to provide itemized spending lists before purchasing.
- Recommendation: When approving spending, include a required follow-up list for final approval.

#### 4. Campus Safety, Security, and Relationship with Principals

- Parents asked how to inquire about safety without appearing overbearing.
- Chairs stressed building a one-on-one relationship with principals **\*\*before\*\*** involving other parents.

- Schools cannot disclose all security details (camera locations, vulnerabilities).
- SAF Chairs may routinely walk campus as volunteers and raise concerns professionally.
- Examples: checking gates, front door procedures, verifying guard presence.

#### 5. Managing Communication with Administration

- Some parents struggle to get questions answered.
- Recommendation: Request items be placed under “Old Business” on agendas.
- Keep records via a dedicated SAF email account.
- If administration is non-responsive, escalate to:
  - School Improvement Department (SAC/SAF oversight)
  - Regional superintendent
  - Area Advisory Chair
  - District Advisory Chair

#### 6. Clarifying Budget Questions & Accountability Funds

- SAF/SAC spending requires formal motions and documented approvals.
- SAF Chairs can request receipts, itemized lists, and updates after each FTE count.
- Contact for School Improvement support: \*\*Kelly Blackburn\*\*.

#### 7. Policy 6030 – SAF Responsibilities

- SAF must assist in:
  - identifying educational needs;
  - reviewing budget concerns after each FTE count;
  - coordinating community resources;
  - addressing parent concerns;
  - supporting parent/community programming;
  - joint meetings with SAC.
- SAF may coordinate community donations or partnerships (not fundraising/account management).
- Grants require coordination with the district Grants Department.

#### 8. Connecting with Board Members & Regional Offices

- Participants asked how to contact the board and regional staff.
- Directory and superintendent office info shown on the website.
- Emailing board members individually recommended to avoid Sunshine violations.
- Blind CC not preferred; separate emails are safest for replies.

#### 9. Using Advisory Chairs for Escalation

- Advisory Chairs can elevate unresolved issues (broken cameras, facilities concerns).
- Public comment at board meetings can expedite action.
- Real examples shared (schools lacking media centers, broken cameras, leaks).

#### Closing

- Participants reminded about attending DAC General Meetings.
- November meeting scheduled for the first Wednesday due to holiday calendar.
- Final Q&A addressed grant processes and communication improvements.