

The School Board of Broward County, Florida

District Advisory Council @ KCWright

DRAFT MINUTES

Wednesday, December 11, 2024 6:15 pm-8:45 pm

DAC Website: browarddistrictadvisory.ch2v.com/

Email: Districtadvisorycouncil@gmail.com

Chair – Dr. Nathalie Lynch-Walsh

Vice Chair – Carmelo Borges

Recording Secretary – Brie-Anne Pendlebury

Corresponding Secretary – Midge Royer

Communications Chair – Linda Ferrara

1. Call to order at 6:37 PM

2. Pledge of Allegiance

3. Housekeeping: Please remember to sign in. All representatives are required to attend DAC meetings, missing more than three consecutive meetings or four in a year will result in removal. Raise your DAC placard to ask a question.

4. Ethics Training: Access annual required training via the [Committee Training Program & Resource Page](#). The advisory chairs will be meeting with the Board and will ask for them to provide the list of completion participants.

5. 2024-25 DAC Meeting Dates:

1/8/25 • 2/12/25 • 3/12/25 • 4/9/25 • 5/14/25 • 5/29/24 • 6/2/25

6. Approval of the Minutes: 11/6/24

Motion to approve November 6, 2024 minutes by Bob Mayersohn, seconded Linda Ferrara, passes unanimously.

7. New Business

a. FOCUS Implementation – IT Department

The primary role is the initiation of Focus. Back to school forms are now housed in Focus. There were a few obstacles regarding new access for staff and families and data connection issues. Some data migrated is old data but is being corrected as families notify of changes needed. Custodial parents (indicated by the gavel icon) are the only ones able to gain access to the Focus Portal. The registering parent is the one who is in the first contact slot within Focus. Shared custodial parents can add additional information via a paper submission. Educational surrogates are able to get relative information by providing court documents at the school. The limitations to access are in place to protect the information housed within Focus. School personnel verifies these changes to ensure student data security. When parents make their language selection, future Parent Link communications are sent in the chosen languages. There is feedback requesting that parents be able to select multiple forms of communication including text, email, and calls. Currently, there is only a single dropdown selection option. Other suggestions include an option to upload court documents. It is noted that this is not an option at this time due to the need to verify the original court certified documents. Parents may add, edit and delete any non-custodial contact information. Although uploads of insurance cards can be housed online, it may not be practical for emergency situations where internet is not easily accessible. The Health section should be updated to clearly separate the health screening section and the clinic permission section. There is a request to include the select option for sharing student information and photos as was previously on the paper version of the forms. The LSW survey is currently a paper form, however, the opt out is not currently available as an online form for completion. This is being reviewed to see if it can be implemented in online form. Parents who have not submitted back to school forms and parent portal access can be identified. Staff can see the parent portals for each student under "Linked Users" on the "Addresses and Contacts" tab. Regarding ESE, there is a request to directly consult with ESE specialists and the ESE Advisory Committee to address the ESE case management concerns and limitations of Focus. The Focus contract cost is just under \$25 million for a 15-year contract and

an additional \$63,000 for staff training. There is also a need to correct the translation of SSS documents in the MTSS and ESE tabs. Currently only the school location and contact information is translated, the actual parent notification letters and relative survey pages remain only in English.

There was a recommendation to utilize "personalization period" to provide this support within the existing academic day. It was also suggested to utilize other tutoring options via honors societies.

12 In favor, 9 opposed: Motion passes

8. Area Advisory Council Reports/Follow-up

a. Central – Motion

"We recommend that Broward County Public Schools (BCPS) implement a Condense Academic Structure Schedule on Wednesdays when there is no testing or holidays that week to allow for extra academic support for students. Extra academic support includes tutoring, homework help etc."
Motion proposed by Dee Defoe, Seconded by Nelson Rose

Area Advisory Websites

District Advisory Council

<http://browarddistrictadvisory.ch2v.com/content.asp?PageID=0>

North Region Advisory Council

<http://northareaadvisorycouncil.ch2v.com/>

Central Region Advisory Council

<http://centralareaadvisorycouncil.ch2v.com/>

South Region Advisory Council

<http://southareaadvisory1.ch2v.com/>

DAC Website: BrowardDistrictadvisory.ch2v.com

Email: Districtadvisorycouncil@gmail.com