



**EDUCATION ADVISORY BOARD MEETING  
CITY HALL  
8<sup>TH</sup> FLOOR CONFERENCE ROOM  
100 NORTH ANDREWS AVENUE  
FORT LAUDERDALE, FL 33301  
THURSDAY, November 21, 2019–6:30-8:30 PM**

**July 2019 – May 2020**

<b>Members</b>	<b>Attendance</b>	<b>Present</b>	<b>Absent</b>
Dr. Allen Zeman, Chair	P	2	1
Linda Barnett	A	1	3
Maureen S. Dinnen	P	4	0
Amy Ellowitz, Vice Chair	P	4	0
April Jeff (arrived at 6:45 p.m.)	P	2	2
Terry Large	P	4	0
Jennifer Lovell	P	2	2
Dr. Heather Munns	P	1	3
Tina Jaramillo	P	2	0
Colleen Lockwood	P	1	0
Sarah Owen DelNegri	P	4	0
Christopher Relyea	P	4	0
Betty Shelley	P	3	1
Rory Sponsler	P	3	1
Dr. Michele Verdi Knapp	A	3	1
Yolanda B. Francis	A	1	3
Lillian Small	P	2	2

**Staff/Guests**

Zoie Saunders, Chief Education Officer, City of Fort Lauderdale  
 Robert Runcie, Superintendent of Broward County Public Schools  
 Frank Girardi, Broward County Public Schools  
 Danny Jardin, Broward County Public Schools  
 Tom Moncilovich, Principal of Sheridan Technical High  
 Cormic Priester, Principal of Rock Island Elementary School  
 Michael Billins, Principal of Thurgood Marshall Elementary School  
 Melinda Frame-Wessinger, Principal at New River Middle School  
 Mary Barba, Principal of Sheridan Technical High School  
 John Vetter, Principal of Floranada Elementary School  
 Sharanda Bailey, Principal of Sunland Park Academy  
 Danielle Smith, Principal of Bennett Elementary School

**I. Welcome and Pledge of Allegiance – Dr. Allen Zeman, Chair**

This meeting was called to order at 6:30 p.m.

**II. New Member Introductions: Colleen Lockwood**

Vice Chair Ellowitz welcomed Ms. Lockwood.

Ms. Lockwood works at Women of Tomorrow, a mentor program for at-risk high school girls. She has also been appointed Co-Chair of a College and Career Readiness called Bridge to Life and is President of Council for the Fort Lauderdale Civic Association.

**III. Attendance and Roll Call, 18 appointed members; 10 needed for quorum**

As of this date, November 21, 2019, 14 of the 18 appointed members were present, which constituted a quorum.

**IV. Presentation and Discussion**

**Superintendent District General Update**, Superintendent Robert Runcie,  
Broward County Public Schools

Superintendent Runcie thanked the Principals for attending and introduced Mr. Girardi and Mr. Jardin, who represent the Capital Facilities program. A handout was distributed, which gave a sense of ways Fort Lauderdale schools are netted out this year. He appreciates the forward thinking and insights of this Education Advisory Board in trying to find alternative ways to measure real progress and movement in the schools and not just rely on letter grades. It is his hope the work with the Education Advisory Board will be exported to other Education Advisory Boards and municipalities around Broward County. Superintendent Runcie advised that Leslie Brown, Chief Portfolio Services Officer, plays a large role and always attends these meetings. Unfortunately, Ms. Brown could not attend this meeting and prayers were sent to her and her family during their difficult family event.

Superintendent Runcie provided a Power Point presentation and highlighted the following:

- Aviation Academy in Fort Lauderdale.
- Increase in graduation rates.
- Achievement gaps.
- The number of students taking computer science.
- Advanced placements and certifications.
- Atlantic Technical College was designated as a Blue-Ribbon school.
- Increase in industry certifications.
- Third grade reading scores.

- School safety and security.
- Armed Guardian Program.
- Additional video surveillance cameras; some can detect motion at fence points and out in the field. Those cameras have been made accessible to law enforcement.
- Intercom systems at secondary schools.
- Buses were moved off the County's Emergency System, so they would have more capacity flexibility and were put on a non-emergency system.
- New apps; Safer Watch and Fortify Florida.
- Drills continue, but they are trying to change how they are conducted by shifting many to situational awareness, which exercised common sense and good practices around different scenarios.
- Creation of a centralized management structure over all security personnel in the District.
- A new office of School Safety and Security and Emergency Preparedness, headed by Brian Katz, with 14 Area Managers.
- Overall budget; Capital, school services and support services, Administrative, teachers, mental health workers, school counselors, family counselors, and school psychologists.

Vice Chair Ellowitz commented that social workers are doing other jobs throughout the schools such as monitoring lunch and helping with make-up exams.

Superintendent Runcie stated that social workers are allocated to duties, which are not specific to their role. In looking at the amount of time Guidance Counselors spend outside their job; more Guidance Counselors could be created by giving them more time. The time these resources do other things needs to be reduced or eliminated and funding needs to be found for schools to pay stipends or hire someone part-time; a low-level resource, to get other work done.

Chair Dr. Zeman questioned if the new 151 mental health positions would be centrally managed by school psychologists or allocated to schools like Guidance Counselors.

Superintendent Runcie indicated new positions would be allocated to schools, but more oversight is being provided to make sure they are working on what they should be.

In response to Ms. Dinnen, Superintendent Runcie stated that State funding would continue next year. The budget has been proposed by the Governor and there will be a slight increase in some areas. He thought it was politically untenable to try to pull back on mental health investments and school safety and noted that it is significantly better than where they were before.

Dr. Munns questioned how the allocation of these new positions was determined.

Superintendent Runcie advised that the District was broke into many different zones; the

number of referrals to social workers as a proxy were looked at and resources were allocated based on the volume coming out of different areas. Not all areas of the County appeared to have the same need, so ratios were taken from the zones and positions were allocated on a pro-rata basis based on the needs.

Ms. Jaramillo questioned if one school psychologist would still be placed between different schools or if one would be secured per school.

Superintendent Runcie stated there would be a combination of both depending on what is going on at specific schools and what their need is based on data. There should probably be three or four times the number in addition to what we already have.

Chair Dr. Zeman mentioned cost of living versus income and questioned how teachers are recruited in Fort Lauderdale.

Superintendent Runcie indicated that typically in the beginning of the school year there may be 150 school vacancies countywide out of 15,000 teachers; that number has been going down every year. Their Teacher Recruiting Department has been doing a fantastic job continuing to attract teachers, notwithstanding the teacher pipeline is shrinking because fewer people are going into teacher preparation programs.

Chair Dr. Zeman questioned if any Principals present could address the hiring issue and if they have had trouble hiring new teachers.

Tom Moncilovich, Principal of Sheridan Technical High School indicated that he has no issues.

Cormic Priester, Principal of Rock Island Elementary School, stated that teachers will work for you if you engage them and invite them in; we need to find the best candidates for our children. Relationships must be built with teachers and then they will drive from far away to work and you will retain them.

Chair Dr. Zeman reported one of the takeaways from Principal interviews conducted a year ago was the amazing responsibilities put on Principals and the lack of resources to enable them to do so. The Board will probably come back to this issue this year, which is how the City of Fort Lauderdale can support our City's Principals working for the County through the State system. Many ideas were mentioned, some which came from Principals.

Mr. Relyea commented that the City budget is finite, and the Board is looking at ways to subsidize residency costs for teachers when that may not be something we need to be chasing anymore; perhaps there a better allocation could be used for those potential funds. It seems like people are willing to drive across the County, so maybe the problem we thought existed no longer exists.

Chair Dr. Zeman stated not having vacancies is one metric, having multiple candidates to get higher quality is another. He appreciated the Rock Island Elementary School theory about inspiring teachers, but there is still some value in money at the end of the day. The Board has debated how to get Fort Lauderdale teachers and Principals who live in Fort Lauderdale, so they do not have to commute and so the community and parents get to know them. It is difficult to quantify; more thoughts need to be about quality.

Michael Billins, Principal of Thurgood Marshall Elementary School, hired new teachers, but when their lease was up, they moved west because it was too expensive to live in Fort Lauderdale. He believed many teachers would prefer to live and work in Fort Lauderdale schools if there was subsidizing.

Superintendent Runcie advised that a competitive advantage could be created where high quality teachers could be attracted, or a greater pool Principals could pick from. He questioned if any housing was set aside for affordable teacher housing.

Chair Dr. Zeman stated there are many City initiatives on subsidizing teachers or civil servants, so there would be incentives for the spiraling cost of housing. In some cases, City employees are required to live here, and we do want a competitive advantage.

Superintendent Runcie indicated the Broward County School Board is having an open Workshop, on December 17, 2019 at 10:00 a.m. at KCW, which should bring in many schools. There will be a six-hour conversation with schools, basically with C and D level schools, and how to move them to A or B levels.

Chair Dr. Zeman questioned if all the C and D schools would be organized in any regional context and if there would be a roster.

Superintendent Runcie indicated he would provide a roster.

Vice Chair Ellowitz mentioned the LGBTQ coordinator and requested a little information about the Diversity Prevention and Intervention Department. She commented on the high suicide rate among transgender and LGBTQ students.

Superintendent Runcie advised the Diversity Prevention Intervention is a portfolio of different types of services and all their supports for LGBTQ students are there. A lot of work with mentoring programs for the students are promoted as much as possible; any initiatives they have help students to be in a safe and supportive learning environment. He noted that the one they do in Broward County has been a model for the State.

Superintendent Runcie mentioned the safety component and other improvements as a result of the Bond Program.

- Single point entry projects have been completed.

- Music teachers were brought back and in 18 months, over 58,000 musical instruments were put in the schools.
- As far as Athletics, 29 to 30 tracks were completed, weight rooms were redone, and fitness centers now have state-of-the-art equipment.
- Regarding Technology, almost 95,000 computing devices have been delivered and work was done under the \$11 million budget.
- Because there was a Cone of Silence violation, renovations had a seven-month delay. 67 schools are under construction and the bulk of construction is HVAC's and roofs; 73 schools are hiring contractors. Every school was given \$100,000 to spend on any upgrades they wanted, and over 1,400 projects were delivered and installed.
- As far as cost and context, a Needs Assessment was conducted for 36 million square feet, which determined there was billions of dollars of deferred maintenance. The public was asked for \$800 million and combined, the entire program is \$984 million. Bids were then put out and the cost was adjusted, recognizing it would take \$1.4 billion to complete the scope of work found. About eight projects have been completed, all under budget. The deadline is being stretched 18 months from the original estimate to get all the work done.

Chair Dr. Zeman questioned if Superintendent Runcie was saying it would take 8.5 years to build everything that was supposed to be done in seven years and if the total cost was \$984 million or \$1.4 billion and where the extra money came from.

Superintendent Runcie clarified it would take 8.5 years to complete the work. The total cost is \$1.4 billion, and additional dollars are coming from the stream of money that comes from the millage.

Frank Gerardi introduced Danny Jardin and the presentation continued regarding repairs and improvements to Stranahan High School. A lot of work being done is heating, air conditioning, and roofing; 60-year-old buildings are being reroofed. A cafeteria expansion is currently in design, but the designer came in well over budget, and after working with him to get the budget to fit the money, the designer is back on task, so they will be able to deliver.

Chair Dr. Zeman questioned if there would be room for every student to eat inside the new cafeteria.

In response to Chair Dr. Zeman, Mr. Jardin stated there would be room for every student to eat inside the cafeteria and noted that it is set up to handle two lunches.

Superintendent Runcie commented there were some recent challenges and difficult conversations with contractors.

Mr. Jardin reiterated that changes were made, and everyone is working towards a

common goal of getting this project done successfully with as few disruptions to the structural process as possible. It was noted there are almost \$67 million of awarded projects in Fort Lauderdale and three or four projects in the City will be bidding over the next 30 to 45 days. They are close to finishing Sunland Park Academy and almost ready to start on the Rock Island Elementary School campus.

Chair Dr. Zeman commented that issues with Stranahan High School have been real and were exasperated by other issues. The school went four years without a swimming pool, but the City of Fort Lauderdale has a swimming pool not too far from them and nothing was done to mitigate the problem; better solutions need to be figured out between the City and schools in our City. One of the goals would be to find alternative sources for a pool and for hundreds of swimmers to use in the future. This is an issue the Board is watching closely; no one is happy with the progress, but it seems like it has gotten on a corrected course and things are getting better.

Mr. Large questioned why math scores dropped at Thurgood Marshall Elementary School what could be done about that in the future.

Mr. Billings explained that teachers were shuffled because a teacher left, so the lower quartile students dropped by 26 points and so did the learning gains overall. The fifth-grade team was redesigned; there are four teachers in fifth grade; two teachers specialized in reading and writing and the other two specialized in math and science.

Ms. Saunders advised she met with Dr. Mark Strauss, who extended his support for the work being doing together. An update was given on the Aviation Academy and Rufus James, Aviation Manager, was present. The Executive Airport is owned and operated by the City of Fort Lauderdale and it is the fifth busiest general aviation airport in the country. We are also next to one of the fastest growing International Airports in the country and there is expected rapid growth in aviation jobs. The School Board has been very supportive of expanding Aviation Education and training programs. A Steering Committee was formed, and many partners have come on board in an advisory capacity by donating equipment, manuals, and parts of their planes, to help students get hands on learning experience. In January, through our partnership with Atlantic Technical College, an Avionics Program will be offered for students in 2020; students will take their course work at Atlantic Technical College with opportunities to have hands on learning experience at the Executive Airport. They are continuing to plan for the next phase and exploring what other program tracks are in demand and how to bring those opportunities to our community. In addition to the Avionics Program, they are looking to develop an Apprenticeship Program. Many business partners are coming together to explore that opportunity and to create training programs for many businesses to grow their own, so those students would end up with Journeymen Certification. The long-term vision is being able to expand that programming at the Executive Airport through our partnership.

Ms. Lowell mentioned the Promise Program and requested an update of the new guidelines.

Superintendent Runcie explained the Promise Program is an initiative developed several years ago in collaboration with law enforcement agencies, the Public Defender, State's Attorney, and others, to deal with what was presented as a significant problem where students were being suspended for minor misdemeanor offenses or crimes that did not involve safety or endanger anyone. Students would be on the street for three to five days and getting in trouble, so an alternative was external suspension, where students would have some accountability and go to an alternative school where they would get services, counseling, and support, and then be integrated back into the school. Since the Marjorie Stoneman Douglas tragedy, a lot of inadequate information surfaced and after reviewing data, several changes were made; initially there were around 13 and now there are nine, which are aligned to the State Statutes on what these offenses can be.

Ms. Lovell questioned what is being done for education, especially for middle school age students regarding effects of drugs, vaping, and trafficking.

Superintendent Runcie advised that through their DPI Department, which is called Student Support Initiatives, they have been campaigning to educate students on the dangers of vaping. A rise in students referred for vaping has been observed and it is a felony, so there are serious consequences. At the middle school level, a lot of work is being done to redesign grades, so learning is structured to more experiential project-based learning, where kids are more engaged and connect it to their living experiences and things going on in their community. One of the partners, the Community Foundation of Broward; gave the largest grant of \$3 million to infuse social, emotional learning, and mental health into that as well, so that is a second major component. Board members were invited to visit middle schools, meet with Principals, and discuss some of the initiatives going on. Special projects are being done in some of the schools and substantial work is being done at New River Middle School.

Melinda Frame-Wessinger, Principal at New River Middle School, mentioned the river seawall was showing wear and tear. They were able to partner with the County and Fish and Wildlife to build a living seawall, which would be a natural resource. It would protect the existing wall and allow them not to put more concrete in the water. This will engage with students, which was part of the requirement. In turn, they will be afforded access to the water in a safe way.

Ms. Saunders commented on vaping and overall mental health, which is also an area the City is partnering in with Broward County Public Schools. Meetings involved Broward Health and understanding how greater awareness of the risks could be promoted. There has been discussion on vaping as well as overall wellness to be able to impact a larger group of families and residents in our community.

Ms. Dinnen thought the School District was getting a lot of criticism in two areas the Bond issue and the safety issue. In her opinion, it would be good to provide today's presentation to the newspaper, television, etc., because more people would learn what is going on; the public does not have a clue.

Superintendent Runcie agreed 100%. He has been going around to different Commissions as well as to Advisory Boards and giving updates. They are going to do an Op Ed. Soon.

Ms. Dinnen suggested doing charts as well.

Chair Dr. Zeman advised the Board is trying to learn the types of things Fort Lauderdale could work on and how the City could help.

Superintendent Runcie mentioned outside the communication piece, which Ms. Dinnen did, there are initiatives in school they are trying to expand, which have significant impact on students; for example, Speech and Debate. There are 100 elementary schools and they have another 50 to go. Low income schools need clothing, support and sometimes sponsorships to go to tournaments. At the end of the day it becomes an equity issue, there is an outstanding opportunity and students cannot fully participate because they cannot get business attire.

Chair Dr. Zeman questioned if there are any things the City could look at in terms of supporting the County and their efforts to educate our children.

Mary Barba, Principal of Sheridan Technical High School, thought partners were needed in the community. They have a Debate team that cannot travel because there are no funds. One of their Debate students spoke to a group of attorneys, but opportunities like that are far and few in between.

Chair Dr. Zeman clarified that one way the City could provide support would be to help communicate to the business community to find sponsorships to make sure opportunities, particularly in the west half to two-thirds of Fort Lauderdale, are not forsaken due to lack of money.

Ms. Barba stated it does not have to be just money; it could be in kind, it could be their expertise coming in and speaking to students; any type of partnership that would benefit the students.

Mr. Relyea mentioned he used to be a Director of Forensics at Nova High and one of the things that was most expensive with a Speech Debate program was judging. There must be a judge for every entry and if a judge was not provided, the tournament would charge the school between \$200 and \$500 for a judge. One thing the Board could do to drop costs would be to volunteer to judge on a Saturday.

John Vetter, Principal of Floranada Elementary School, is hosting the Elementary Debate on January 25, 2020 and they could use judges. The other thing that costs money is bringing kids to the school, as they are coming from all over the District.

Sharanda Bailey, Principal of Sunland Park Academy, stated they are expanding Early Childhood Education opportunities and many businesses do not have the same criteria required when coming into Broward County Public Schools. She would like the City to investigate the mandates for those facilities because sometimes students come from there under prepared versus spending time in one of the Broward County Public School programs. She would also like the City to look for more spaces available to offer Early Childhood Education programs.

Chair Dr. Zeman indicated the Board has been vocal and persistent about Early Learning, it is a big government problem in the sense there is no official government agency department of either Superintendent Runcie or the City to do so; it takes everyone to figure out how to do the birth through five. Rates to the east of the middle of Fort Lauderdale are fundamentally different than rates to the west and there must be a way to figure out how to do this. We need to move from planning to execution and get it out there.

Ms. Saunders advised the City developed a Five-Year Strategic Plan and two metrics were related; Pre-K readiness and third grade proficiency. It demonstrates a commitment the City is making and prioritization around that. Within the City's Comprehensive Plan, which will go before the Commission for approval next month, there is an intent to expand after school and Early Learning programming. The City recently provided funding for the Early Learning Coalition to support that effort. It was noted the Police and Fire Departments have been doing a lot of reading programs in the schools. There is a large focus on early literacy, but there is a lot of work to be done.

Danielle Smith, Principal of Bennett Elementary School, commented that additional neighborhood students have enrolled since the last meeting and were referred by some of the Education Advisory Board members. While at the Back to School event, she learned about resources the City provides, and then reached out to different departments.

Ms. Saunders thanked Ms. Smith for the feedback and noted they would continue to engage in conversation.

## **V. Current Business**

- Joint-Use Parks Initiative Update – None.
- Approve minutes from October 17, 2019 meeting

Minutes were not approved.

## VI. New Business

- School “Ambassador” Program
  - i. Objective, Name, Roles and Responsibilities

Chair Dr. Zeman reported this program was the fundamental success of the City of Sunrise Education Advisory Board and it dramatically improved attendance and retention of programs. We need 20 members who have the perspective of full-time members of the teaching profession. Last month, it was agreed that Board members would not be assigned schools where their children attend or where they work. The point is to reach out and learn a new school, not to come in and report on the school you work at or where your child attends. He took all the previous votes and compiled a list, which was distributed. He requested members self-volunteer and move themselves around, each taking at least two schools. There are 33 campuses and 17 members on this Board. He stated he would take whatever schools were left and would assign the other schools to the few members who were not present. It was noted these choices were for this year only.

In response to Mr. Large, Ms. Saunders clarified there are 33 schools, which includes Technical Schools and Charter Schools.

Chair Dr. Zeman commented as far as engaging schools, The City of Sunrise launched the program with no discussions and good things were done. Principals talked about things they would like, and it did not sound like anything would be inappropriate for an Education Advisory Board member to help with. They need to raise money to send Debate on trips and need volunteers for judges, as well as information about things. If the request has to do with the City, those should go to Ms. Saunders. If it is a volunteer request or a fundraiser, it is up to the member to handle it. He questioned what else Board members should do with the schools. He liked the idea about community organizer for the school; Principals do not have time to knock on doors to see if anyone wants to donate to their school.

Mr. Relyea mentioned there is a tremendous untapped potential with students in the school, the work they can do, and the capacity they have to deliver whatever we want; they need direction, supervision, and purpose, but it has been proven that we have the human capital and it is free and satisfies volunteer requirements. From his perspective, something an ambassador could do would be to organize.

Ms. Saunders stated this has been discussed as an important aspect to the work and City involvement. They have worked with an adult program that builds civic leaders in the community and provides them with a background of how City government works, and at the end, a service project is selected. She submitted a project for consideration, which was a Youth Leadership Academy, and that group would help to pilot a way the City could engage with youth. The program would provide a Government 101 to the students and give them an opportunity to connect with the Mayor and Commissioners and a debrief

would be done with the first cohort of students to get input on how the City can continue to meaningfully engage youth moving forward. Schedules for the Mayor and Commission are being finalized; it will likely be at the end of January. It would be great to have this Board be a thinking partner and a sounding board.

Chair Dr. Zeman advised key is an informed sounding board, the Board coming in with their own personal experiences and stories is not nearly as helpful as spending time in between meetings at a couple schools. He questioned how Board members should approach a school employee about getting support from students.

Mr. Relyea suggested making it known that Board members are able or willing to engage and then schools would have things pop up. He made it clear that his students would be a work engine and Dr. Verdi Knapp reached out to him and two of his students delivered what she requested. Students need to know there are things they could do and a way to organize it.

Ms. Saunders thought there was already ongoing conversation around how to begin doing this work. At the Back to School event with the Principals, the opportunity was discussed to do problem-based learning where students are engaged in issues facing a City and creating a forum and a structure for them to be able to develop solutions, but in an informed way, so they have access to City expertise to support them.

Mr. Large met with the Charter School of Excellence a few months ago and proposed that students, teachers, and the school work together to create art work and a story line with the use of their mascot in a multi-media book to sell on Kindle, which would make money for the school.

Ms. Jaramillo suggested creating a sister school program. She mentioned Achieve Miami, which is an amazing program where kids from Broward County go to Miami and work in schools with students who have low reading scores. Something similar could be developed in the City of Fort Lauderdale by pulling students from high schools into elementary schools, so students have a buddy to work with throughout the year.

Chair Dr. Zeman requested Ms. Jaramillo write how that program works in Dade County and send it to Ms. Saunders.

Mr. Sponsler mentioned a reading program from high school students down to feeder programs. He used to run that program and could help get it started. There are teachers at his school with the official title Pre-Law and Public Affairs Magnet School, and they have, in the State curriculum, Public Affairs courses, which could be offered. Teachers are willing to teach that course again and it would be helpful if the City could push getting it back into their Public Affairs Magnet Program.

Chair Dr. Zeman stated that last year a Principal mentioned the PTA had three members;

the Principal, Assistant Principal, and a teacher who had a child there. The next interview conducted by a Board member had 375 PTA members and 250 students; the disparity was quite notable. The Principal with the three PTA members asked this Board if they would help write a message to parents as to how the PTA and parent involvement could be maximized. That was done last year, and this year the school started with 45 PTA members.

Ms. Jaramillo mentioned demographics of certain schools and immigrant parents feeling apprehensive about actively being involved. Perhaps something could be sent to the parents letting them know it is safe to participate in the school.

Chair Dr. Zeman directed anyone with questions to contact Ms. Saunders. While at the schools, Board members should be careful, respectful, thoughtful, and conservative. The challenge this month is to reach out to two Principals everyone signed up for and this list will be available tomorrow.

Ms. Saunders encouraged the Board to be clear on roles and responsibilities and intended outcomes. If a request is something more than being an individual volunteer and is something programmatic, it would need to go before the Commission for review. She also encouraged bringing expertise and using skills to help the schools.

Chair Dr. Zeman commented that Ambassadors may be a stretch of a term and noted that in his experience, the term was used because there is no authority; the Board speaks for the Commission.

Ms. Lockwood advised she was uncomfortable and not clear of the intended outcomes. She questioned if the Board was trying to conduct an asset inventory of what each school needed or other things; she felt there should be one more conversation at minimum to layout framework. Perhaps the first conversation should be an informational interview. She noted that her top priority was to be respectful to everyone's time.

Chair Dr. Zeman stated it was not well defined and there may to be some guiding principles. Many Principals would observe the Education Advisory Board Ambassador under any name and figure out how to use them in an appropriate way.

Ms. Lovell indicated that last year the Board conducted interviews and got an idea of what Principals needed. Several Principals needed someone to vent to or to help connect them with a Police Officer.

Ms. Saunders advised a document was provided on the input, but she thought the next step would be outlining the roles and responsibilities, the intended outcomes, and how the share out happens; it is important to have alignment with the Commission priorities.

Ms. Jaramillo questioned if there was a set of questions or if it was just checking in to determine their needs.

Ms. Saunders stated from a staff perspective, they are engaging in these one on one conversations, so it might be helpful to bring back what they heard and some immediate opportunities to plug in or to consider on a larger scale. The point of getting engaged as an individual volunteer makes sense as someone who wants to get involved with the school.

Chair Dr. Zeman thought it was better to get started than to wait another month.

Chair Dr. Zeman advised that the next meeting is December 19, 2019. Because it is so close to the holidays other dates were considered; however, the consensus was to meet on December 19, 2019. It was noted minutes for last month and this month need to be approved. He questioned if a presentation could be produced for the Board to take to Homeowner's Associations. It seems there is an opportunity to take the presentation and add a little strategy, once approved by the Commission, around the components in the City strategy related to education.

Ms. Saunders thought it would be a timely conversation because we are working to understand the overall public awareness campaign and profiling some of the great programs happening in the schools. It would be nice to have members sharing the information with their network of friends and colleagues.

**VII. Staff Update – None.**

**VIII. Closing**

Hearing no further business, the meeting adjourned at 8:40 p.m. The next meeting will be held on December 19, 2019 at City Hall.

[Minutes transcribed by C. Guifarro, Prototype, Inc.]