

VILLAGE OF PALMETTO BAY  
EDUCATION ADVISORY COMMITTEE MINUTES  
Wednesday, January 28, 2015

Coral Reef Elementary School  
7955 Southwest 152nd Street, Palmetto Bay, FL 33157

1. Call to Order: The meeting was called to order at 7:15 p.m. The following members of the Education Advisory Committee were present:

Leanne Tellam, Chair  
Pam Tabor  
Diane Quick  
Dr. Sue Buslinger-Clifford

Guests: Karyn Cunningham, Council Member

2. Approval of Minutes – January 14, 2015: Ms. Tellam suggested moving approval of the minutes to March 4<sup>th</sup> meeting to provide additional time for review.
3. Public Comments – moved to end of agenda to allow for late arriving guests
4. New Business
  - a. Presentation to Coral Reef Elementary School Parent Teacher Student Association (PTSA)

Committee conducted brief presentation to the Coral Reef Elementary School PTSA during its monthly meeting. Purpose of presentation was to introduce members of the Committee and its mission, including the Compact with Miami-Dade Public Schools. Provided attendees with dates of next meeting and encouraged those interested in the work of the Committee to attend. Also informed attendees that Committee members encourage the public to contact them with questions and concerns about Village public schools. The Committee received a question from a parent about meeting minutes and whether they are available on the Village website. The Committee explained that minutes can be obtained and that the Committee has website improvement on its agenda.

- b. Committee Presentation to Village Council on Monday, February 2<sup>nd</sup>

Committee discussed its upcoming presentation to Village Council. The purpose of the presentation is to provide the Council with information on what the Committee has done in its first year of existence and its future plans. Goal is to exhibit the success of its collaborative efforts with Miami-Dade Public Schools and discuss how the Committee can continue to honor the Compact and positively impact Village schools.

In an effort to relay this information in the short time given on the Village Council agenda, the Committee proposes to conduct its presentation as follows:

- i. Begin with presentation of video made of feeder pattern schools. Video project is a tangible product of the collaborate efforts of the Committee, feeder pattern principals

- and the School Board Region. This video has been designed to be shown at different venues and already has aired during curriculum expo at Palmetto Senior High School.
- ii. Explain that the Committee identified areas of focus from the Education Compact between the Village and Miami-Dade Public Schools and has begun addressing them. The following are some examples:
    - a. Accomplished: Video shown at beginning of presentation
    - b. Accomplished: Coral Reef Elementary improvements. As a direct result of bringing together the District, School Board, principal, Committee liaison and Committee members, changes were made to parking, signage and other issues at the school.
    - c. Accomplished: Principals' Breakfast and Back to School Event. Attended these events in 2014 and Committee will remain actively engaged in these and other events in 2015 and beyond
    - d. In progress: Website update. The Committee would like to improve the website and recognizes that this also is a priority for the Council. Early on, the Committee recognized that it can assist with the enhancement of the section of the website related to education. The proposed enhancement is to add to the website a document listing key information for each public school in the Village and Palmetto Senior High School. This information would include senior administration information, teacher/student ratio and highlights of the school's success. The document would be updated yearly to ensure that the content remains fresh. During a previous Committee meeting, principals were asked if they would complete a form requesting this information and all assented. Currently, the form has been designed and needs approval before this project can move forward. The Committee will provide sample forms to the Council and will request approval to move forward with outreach to principals for completion of forms. The Committee would like to receive permission to work directly with Bill Kress on website improvements.
    - e. In progress: Transportation. The Committee advised its liaison that it felt iBus could be used to the benefit of Village students
    - f. In progress: Outreach to the community. The Committee's aim is to speak at all public schools in the Village and Palmetto Senior High School to spread awareness of the Committee and encourage participation by residents. The intention is to speak at PTSA meeting and/or other events where large numbers of parents are present.
    - g. Future: Mental Health issues and concerns. The Committee would like to provide programming for parents in the Village to educate them on signs of mental illness and resources available. The District has a program already available and utilized throughout the County. The Committee aims to bring that program to Village residents.
    - h. Future: Palmetto Senior High School construction. The Committee would like to be involved in the building of the future school as it will impact Village students.
    - i. Future: Palmetto Bay civic awareness contest for village schools for the 2015-16 school year. Developing parameters for a contest to begin in the fall. Committee is currently sketching plans with the intention of having an award ceremony presented by the Village.
  - iii. Close the presentation with notice that at the last meeting, the Committee reviewed the School Board's legislative agenda and moved to approve the top three priorities. The motion passed 4-0. Inform the Council that the Committee is resolved to stay aware of

the School Board's actions as it impacts Village schools and its students. The Committee will continue to look both broadly at the School Board and District as well as to individual schools to identify issues needing attention. The Committee will continue to serve as a conduit through which the various constituents involved in Village schools can come together and collaborate in a successful manner.

#### 5. Public Comments

Council member Karyn Cunningham attended the latter portion of the evening but did not have public comments.

#### 6. Future Meeting

The next meeting of the Committee will take place on Wednesday, March 4<sup>th</sup> at Village Hall.

#### 7. Adjourn

The meeting was adjourned at 8:29 p.m.