

**2023-24 District Advisory Council**  
**Approved Minutes**  
**October 25, 2023, 4:00 p.m.**

**ATTENDANCE:** Lonika Boston Evelyn Fox Noel Rodriguez (for Nancy Pearl)  
Emily Brandel Jenn Garrett Tarena Stanley  
Julie Brown Taylor Gilfillan Amy Trask  
Carolina Currea Mary Ferris Hyde Keith Watts  
Kathryn Dumoulin Adriana Keen Jeff Wilkinson  
Chad Essary Stacie Oyenarte

**ABSENT:** Dr. Tyrone Blue Ty Keys  
Kathine Faenza Stacy Long  
Sara Felix Nancy Pearl (represented by Noel Rodriguez)  
Jazzlyn Harrell Valerie Scott  
Judi Hebert Carolyn Woods  
Josh Jett

**BOARD MEMBERS:** Kay Abbitt,  
Dr. Leanetta McNealy

**DISTRICT STAFF:** Shane Andrew, Superintendent  
Jackie Johnson, Communication/Community Initiatives Director  
Susan Seigle, Staff Attorney  
Deidre Talbot, Legal Assistant  
Patty Underwood, Communications Office

**WELCOME** 2022-23 DAC Chair Keith Watts opened the meeting at 4:04 p.m., introduced himself and welcomed everyone and talked about the importance of the DAC. Superintendent Shane Andrew also introduced himself and thanked the members for attending and serving on the DAC. This was followed by each person introducing themselves and letting the group know where they were from.

**SUNSHINE LAW:** Susan Seigle, Staff Attorney, gave an overview of the Sunshine Law and how it pertains to the DAC. (See attached.)

**REVIEW OF BYLAWS:** Keith Watts led the discussion on the bylaws and the issue of the frequent low attendance. Members talked about reasons for low attendance, including the constant lack of a quorum, lack of understanding that SAC chairs from rotating schools are automatically chosen to serve as DAC members, etc.

Motion by Jean Garrett Seconded by Jeff Wilkinson  
To reduce the number of voting members required for a quorum from 15 to 14  
Motion Passed

Jackie Johnson will contact new members who are absent and ensure they received the emails informing them about the DAC and inviting them to the meeting. She will also talk with principals about making it clear during SAC elections that SAC chairs from rotating

schools also serve on the DAC. There was also a discussion of what to do when members miss two consecutive meetings.

Motion by Julie Brown   Seconded by Lonika Boston

Revise #6 of bylaws to reflect that it would be the co-chairs' responsibility to contact members with two consecutive absences about their possible removal from the DAC AND that if a member who is a SAC chair was going to be absent from a meeting, the school's SAC vice-chair could attend and vote, with their vote counting towards a quorum.

Motion Passed

## **ELECTION OF CO-CHAIRS**

When asked, Keith Watts said that he is willing to serve again as a DAC co-chair.

Nomination by Jeff Wilkinson   Seconded by Adriana Keen

To nominate Keith Watts as co-chair

Nomination by Amy Trask   Seconded by Keith Watts

To nominate Amy Trask as co-chair

Nomination by Evelyn Foxx   Seconded by Adriana Keen

To nominate Jenn Garrett as co-chair

It was pointed out that the current bylaws call for only two co-chairs. There was discussion of changing the bylaws to allow for two or three co-chairs.

Motion by Adriana Keen   Seconded by Keith Watts

To change #2 of the bylaws to allow 2 or 3 co-chairs each academic year.

Motion Passed

These three co-chairs will be responsible for setting the agenda and they are to be supported by the Superintendent and Board Chair, co-chairing the DAC meetings and fulfilling other duties of the co-chairs as established in the bylaws.

## **FUTURE AGENDA ITEMS**

Upon opening the conversation for suggestions that would be of interest for the DAC to work on and create recommendations for the Board – the following items were mentioned:

- Safety with the car pick-ups, car-pooling, after the school day, particularly related to where children gather
- Resources for BRTs (Behavior Resource Teacher) at the school level.
- Number of allotted deans at schools vs. the number of students.
- Maintaining existing program of “data tracking” of disciplinary issues at school (who is getting in trouble, where and when issues take place.
- Insights to Behavior program expansion
- Expansion of SILEX, an alert system for teachers in need of help.
- Reducing and securing entry points at each school
- Number of SROs vs. number of students, location of school (i.e. near interstate); increasing SROs if needed based on those factors.
- Rezoning in general and transportation, time spent on bus, distance from schools and hazardous walking conditions. We need to make sure all are aware of bus rules, bus stop requirements, etc. Suggestions to develop a list of questions that could be forwarded to the Transportation Department. This would include questions about magnet busing, late buses, and the impact of the changes to the busing system going into effect in January.

- Expanding Dual Immersion Language program to other schools. Adding messages, lessons so students learn words, colors, etc. in Spanish during elementary school

Keith Watts talked about the co-chairs selecting some of the issues discussed to be addressed at the next meeting during the agenda development process. Jackie Johnson offered to invite staff members to share information and answer questions once the topics for the next meeting have been determined.

**NEXT MEETING:** Wednesday, January 24, 2024 at 4 p.m. at the district office.

**ADJOURNED:** At 5:24 p.m.

## **Sunshine Law Rules re Board or Committee Meetings**

### **Sunshine Law**

Right of public access to governmental proceedings at state and local level

Applies to any gathering of 2 or more members of the same board to discuss some matter which will foreseeably come before the board for action

### **Requirements of Sunshine Law**

Meetings of the board or committee must be open to the public  
Reasonable notice of such meetings must be given  
Minutes of the meeting must be taken

### **What agencies are covered under the Sunshine Law?**

Any board or committee of any state agency of any county, municipal corporation or political subdivision of the State of Florida

Applies equally to elected or appointed boards or committees

### **Does the law apply to members-elect?**

Yes; a member-elect is covered immediately upon their election to public office

### **What qualifies as a meeting?**

Applies to any gathering, whether formal or casual, of 2 or more members of the same public board or committee to discuss some matter on which foreseeable action will be taken by the board or committee

If a member not at a meeting, cannot email that member information about the meeting

Quorum need not be present for Sunshine Law to apply

### **Can a public agency hold closed meetings?**

Only limited circumstances such as ongoing litigation; but public when over

Collective bargaining sessions or confidential sessions; but public when over for confidential sessions

### **Can two members attend a social function together?**

Yes, as long as matters that may come before the board are not discussed at the gathering