School Advisory Forum

Date: Monday, September 28, 2026

Time: 3:00pm

Agenda

1. Call to Order
2. Overview of SAF Meeting Dates
3. Approval of SAF Bylaws 2026-2027
4. North Area Advisory Updates
    a. New North Area Advisory Board
    b. Bus Patrol
    c. Next Generation Referendum
5. Announcements
6. Q&A/Open Discussion
7. Next Meeting Date: October 26, 2026 @ 4:00pm
8. Adjournment

School Advisory Forum (SAF) Sign-In Sheet

Deerfield Beach HS 1711

Date: 9/28/2026		Time: 4:00 pm	
#	SAF Member Name (Print)	Role	Sign
1	Khelan Williams	SAC Chair	
2	Luz Derosenay	City Teen Center	
3	Patricia Wilson	Parent & Staff	
4	Lindsey Major	Staff	
5	Tammy Smith	STAFF	
6	Jahair Walls	Student	
7	JOEL SMITH	COMMUNITY	
8	Jared Johnson	RGCB	
9	William Collazo	STAFF	
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SCHOOL ADVISORY FORUM

MEETING MINUTES

Date	Monday, September 28, 2026	**Time**	3:00 p.m.
Location	Media Center	**Recorder**	K. Williams

Attendance

9 SAF Members & Guests

Call to Order

The Deerfield Beach High School School Advisory Forum meeting was called to order at 4:00pm by Clover Gordon. Kelan Williams recorded the minutes.

Agenda Items and Discussion

Agenda Item	Minutes / Summary
1. Overview of SAF Meeting Dates	The meeting schedule was reviewed. See attached flyer for all dates. Motion to approve by: Joel Smith. Second by: Luz Deroseney Motion carried Unanimously
2. Approval of SAF Bylaws 2026–2027	The 2026–2027 SAF bylaws were presented for approval. See attached. Motion to approve by: Joel Smith. Second by: Luz Deroseney Motion carried Unanimously
3. North Area Advisory Updates	North Area Advisory updates were listed on the agenda. No specific updates captured.
4. New North Area Advisory Board	The new North Area Advisory Board and leadership were introduced to all in attendance at the last North Area Advisory Meeting.
5. Bus Patrol	The group was informed that BusPatrol citations may also be issued for speeding in a school zone.
6. Next Generation Referendum	The Next Generation Referendum renewal is up for a vote on November 3rd. There will be a workshop upcoming to address any questions regarding the referendum.
7. School and Facilities Updates	DBHS Website: Updates are needed, including the testing calendar, upcoming events, and other current school information.
8. Announcements	Scoreboard Update: The track must be dug up before the scoreboard can be installed. The contractors will need to work collaboratively, and all contractors must be district-approved. 900 Building: The air-conditioning handler has been repaired. An air-quality test is pending. Culinary Lab: The lab remains unfinished. No additional update was available at

Agenda Item	Minutes / Summary
	the time of the meeting.
9. Q&A / Open Discussion	A question was raised about whether SAC & SAF meetings may be held virtually. Voting cannot occur virtually, but more counsel will be needed and researched for a better answer to this question.

Next Meeting

Monday, October 26, 2026 at 4:00 p.m. • Location: Media Center

Adjournment

The meeting was adjourned at 4:15.

DEERFIELD BEACH HIGH SCHOOL

SCHOOL ADVISORY FORUM 2026-2027

Meeting Dates

(Every last Monday of the month)

August 31, 2026
September 28, 2026
October 26, 2026
November 30, 2026
December 7, 2026
January 25, 2027
February 22, 2027
March 29, 2027
April 26, 2027
May 24, 2027 (if needed)

Location:
Media Center

Time:
4:00 pm

**Meetings in RED are joint with SAC and will begin at 3:00pm.

BUILT ON PURPOSE,
DRIVEN BY EXCELLENCE.

Deerfield Beach High School
SCHOOL ADVISORY FORUM
BYLAWS

ARTICLE II: OBJECTIVES

The name of this forum shall be the **Deerfield Beach High School** School Advisory Forum (SAF)**.** This Forum operates under Broward County School Board Policy 1.3: School Advisory Forum.

ARTICLE II: OBJECTIVES

Section 1: Mission Statement: The mission of the **Deerfield Beach High School** SAF is to foster and promote communication between its stakeholders, the school, and the Area Advisory Council. The SAF shall bring forth recommendations, concerns, and interests to and from their Area Advisory Council.

Section 2: Duties:

1. All duties will be advisory in nature, none of which will conflict with any of the powers and duties reserved by law, policy or administrative guidelines to the principal.
2. Actively participate with the School Advisory Council in identifying the educational needs and priorities of the school.
3. Actively participate with the principal in the preparation of the budget, and reviewing the budget- related concerns after each FTE count.
4. Indicate awareness of the program and plans for the school by the signature of the chairperson on the budget when it is submitted for district budget preparation.
5. Assist in the identification and coordination of the use of community resources to improve student achievement and school effectiveness.
6. Address parent/community concerns; work with the administration to solve problems and to initiate desirable change.
7. Assist in increasing/sustaining high levels of community support for the school.
8. Assist in planning, developing and implementing parent/community programs and training activities.
9. Participate in joint training opportunities with the School Advisory Council.
10. In addition to individual School Advisory Forum meetings, hold semi-annual meetings jointly with the School Advisory Council.
11. The School Advisory Forum shall use guidelines developed by the district, develop and adopt procedural bylaws, conduct meetings in accordance with the Florida Sunshine Laws, and conduct meetings according to Robert's Rules of Order, Newly Revised.
12. As an apolitical organization, officers and members are prohibited from using their titles and/or their positions to endorse, or give the impression of endorsing candidates for public office. In addition, public monies and/or materials may not be used to endorse candidates or further their campaigns.

ARTICLE III: MEMBERSHIP

Section 1: Membership of the School Advisory Forum (SAF) shall be representative of the school community to include parents or guardians of the students enrolled in the school, students of the school, employees of the school, business partners of the school, community members and business people. Participation from all ethnic, religious, cultural, and socioeconomic backgrounds is welcome and encouraged.

Section 2: Voting Rights: Meetings are open to all but voting rights are granted only to members who are parents or guardians of the students who are enrolled in the school or matriculating to the school the following year, students of the school, employees of the school and business partners of the school. To vote at any meeting, members must sign in and show proof that they meet the above voting membership requirements, if requested.

ARTICLE IV: OFFICERS

Section 1: Officers. The officers shall be the Chairperson, Vice-Chairperson, and Recording Secretary. They should be elected annually at the final meeting of the school year, but no later than the first meeting of the next school year.

Section 2: Eligibility: The Chairperson and the Vice-chairperson shall be a parent or custodial guardian of a student who will be enrolled and attending the school during their term of service and shall not be employed by the School Board of Broward County at the school where they will serve.

Section 3: Term of Office: Elected Officers shall serve a period of one year or until their successors have been elected. They may be re-elected to that office for **one** consecutive term.

Section 4: Election of Officers: Nominations shall be taken in accordance with Article V, Section 2. The election shall be by a written and signed ballot when there is more than one candidate for any office. The ballots will be counted by a member of School Administration, a member of the Nominating Committee and a voting member of the Advisory Forum who is not on the ballot.

Section 5: Chairperson Duties. The Chairperson shall have the following duties:

a. Preside at all the **Deerfield Beach High School** SAF meetings;

b. Sign all correspondence as well as distribute all correspondence to the elected officers of the **Deerfield Beach High School** SAF;

c. Attend all Area Advisory Meetings

d. Attend the School Advisory Council meetings as a voting member or appoint a permanent designee to attend the meetings;

e. Act in a professional, prompt and organized manner at all times and,

f. Represent the majority opinion of the **Deerfield Beach High School** SAF**.**

Section 6: Vice-Chairperson Duties. The Vice-Chairperson shall have the following duties:

a. Assume all the duties of the Chairperson in the event that s/he becomes incapacitated, unavailable, or must step down;

b. Assist the Chairperson in performing his/her duties;

c. Act in a professional, prompt and organized manner at all times.

Section 7: Recording Secretary Duties. The Recording Secretary shall have the following duties:

a. Ensure the recording of minutes at each **Deerfield Beach High School** SAF.

b. Present the minutes at the next **Deerfield Beach High School** SAF meeting for review.

c. Retain copies of all minutes of any **Deerfield Beach High School** SAF meetings and committees.

d. Transmit the approved **Deerfield Beach High School** SAF minutes to the Principal and to such other persons as the Forum may direct. Retain copies of all the **Deerfield Beach High School** SAF correspondences, chairperson's reports, and meeting/committee reports

ARTICLE V: COMMITTEES

Section 1: The Chairperson will create such committees as may be required to promote the objectives of the **Deerfield Beach High School** SAF**.** Once formed the committee members shall elect a Chairperson.

Section 2: Nominating Committee: The Chairperson will appoint a Nominating Committee at the general meeting no later than March**.** The Committee will consist of at least three members and always have an uneven number of members. At least one officer of the SAF shall serve on the Nominating Committee. The committee will elect a chairperson. The purpose of the Nominating Committee shall be to nominate one person to fill each elected position and to present this slate of officers at the general meeting where elections will take place. Additional nominations may be made from the floor when the elections are held. The Committee shall function according to Robert's Rules of Order, Newly Revised.

Section 3: Each Committee Chair shall have the duty to update the **Deerfield Beach High School** SAF, as necessary, at the monthly general meeting.

ARTICLE VI: MEETINGS

Section 1: General Meetings: **Deerfield Beach High School** SAF shall meet regularly with the time, date, and place of future meetings decided by the **Deerfield Beach High School** SAF with the understanding that all meetings will be held in places that are easily accessible to the public. Notification of all regular meetings shall be included in the minutes and announced per Florida Sunshine State law.

The **Deerfield Beach High School** SAF shall meet at least twice a year with the **Deerfield Beach High School** School Advisory Council with the time, date, and place of meeting to be determined by mutual agreement of the SAC and SAF. Notification of all special meetings shall be included in the minutes and announced per Florida Sunshine State law.

Section 2: Special Meetings:

a. A special meeting may be called when it is deemed necessary to conduct the business of the forum. The Chairperson or a majority vote of the membership may call special meetings. Notification of all special meetings shall be included in the minutes and announced per Florida Sunshine State law.

ARTICLE VII: AMENDMENTS

These bylaws of the **Deerfield Beach High School** SAF may be amended at any regular meeting by a two/thirds affirmative vote of those eligible voters in attendance, provided that the amendment has been submitted in writing at the previous meeting. Any amendment must conform to the Broward County School Board Policy for School Advisory Forums; Policy 1.3.

ARTICLE VIII: PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order, Newly Revised shall govern the **Deerfield Beach High School** School Advisory Forum.

Adopted

09/28/2026