



Western High School Advisory Forum MINUTES
FOR General Meeting held on September 30, 2025
Immediately following the School Advisory Council Meeting
1200 SW 136th Avenue, Davie, Florida 33325

Chair – Nikki Watkins, JD
Unofficial Secretary: (vacant)

- I. **Call to Order** - The meeting was called to order at 3:42 PM.

- II. **Approval of Minutes** - A motion to approve the May 27, 2025 SAF meeting minutes was presented with one correction: although the May minutes list Landyn A. Spellberg as the unofficial secretary, the unofficial secretary for that meeting was actually Joshua Franco, then a senior (Class of 2025). The corrected minutes from May 27, 2025 were accepted.

- III. **Old Business**
 - A. Budget Planning & Pre-Approval – The budget status previously discussed was confirmed as submitted.
 - B. Customer Service Survey Completion – Western met its participation goal for the District Customer Service Survey; no further action requested at this time.
 - C. FACE Plan & Parental Involvement – Ongoing parent/community engagement efforts, including recruitment and announcements, were confirmed as active and continuing into the 2025–2026 school year.
 - D. Open Work Orders – The forum acknowledged that outstanding work orders reported last school year had been tracked through summer, and there were no remaining open action items requiring SAF follow-up at this time.
 - E. SIP Implementation Timeline / Faculty Voting – No further discussion was required (this item was initially interrupted by the fire alarm during the May 27 meeting).

All items listed under Old Business were addressed and cleared as completed.

IV. New Business

District & Area Updates

- A. The Chair summarized District Advisory Council (DAC) and Central Area Advisory Council (CAAC) updates for awareness. Highlights included:
 - Policy 1930 (School Banners): Content/size limitations ($\leq 4 \times 8$), no photos of people, “partnering with the school” language only, and site placement rules.
 - Policy 1820 (Facility Rentals): All after-hours use requires the Facilitron process; Partners in Education are subject to the new baseline fee; after-2 PM events require rental approval.
 - FOCUS / Parent Access: Parent access issues to FOCUS, especially for 504/IEP visibility, were escalated to the District; updates were provided at the recent District 6 Town Hall with School Board Member Adam Cervera,

Esq. and Superintendent Dr. Howard Hepburn, and these issues were reported as addressed.

- Nursing & Social Work Coverage: Some schools continue to operate without full-time nurses; certain social workers are shared across schools.
- Title I & Voucher Impacts: Title I schools have been reduced (199 to 133), shifting available supports.
- Safety / Operations: Classroom camera policy and parental consent, and district safety investments, were noted.
- Staffing: ~130 open instructional positions were reported as of late August.
- Redefining / Budget Pressures: District-wide enrollment declines, facility utilization, and regionalization of programs are under review at the DAC level; schools were asked to monitor any site-specific impacts.

- B. Members were asked if there were any questions or input regarding these District and Area items.
- C. SAF By-Laws – The annual SAF By-Laws for Western High School were brought forward for approval. A motion to approve the By-Laws was made by Art W. and seconded by Bonnie. The motion carried.
- D. Events & Rentals – The requirement to use Facilitron for after-hours events and parent group meetings on campus was reiterated.
- E. Parent University (Western High School) – The forum discussed developing a “Parent University” event specifically for Western families. A planning committee has been formed (open to additional members). The working target is late January / early February, early in second semester. The goal is to offer parent-facing sessions (graduation requirements, mental health, college/FAFSA, workforce pathways, etc.) and supports such as translation and possible childcare. The intent is to build sustained parent engagement and make it easier for parents to navigate high school systems.
- F. PTSA / Family Engagement – SAF noted the importance of regular collaboration with PTSA and other parent groups going forward, including shared communication channels and updates at future SAF meetings
- G. Announcements & Open Discussion – Members were reminded of ongoing District engagement opportunities and upcoming trainings and advisory council meetings, including the District Advisory Council Budget Training scheduled for Wednesday, October 29, 2025, from 6:00–9:00 PM.

- V. **Adjournment** - Ms. Spicer moved to adjourn the meeting at 4:22 PM. Mrs. Wehrell seconded. The motion carried, and the meeting adjourned at 4:22 PM.

— End of Minutes —