

ANNUAL REPORT TO THE CITY COMMISSION

NAME OF BOARD: Charter Elementary and Middle School Advisory Board

CHAIR: Nicole McGovern

VICE CHAIR: Edward Sylvester

REPORTING TERM: September 2022 – May 2023

Date Submitted: June 7, 2023

33.503 ANNUAL REVIEW

On or before May 5th of each year, the representative Advisory Board or Committee shall forward to the City Commission a summary of the Advisory Board's or Committee's accomplishments during the prior year. Along with any recommendations or suggestions to the City Commission regarding any improvements to City operations, ordinances, or policies, they see fit to transmit based on their work and observations over the year.

I. SUMMARY OF ACCOMPLISHMENTS DURING THE REPORTING TERM:

- Participated in the Budget Workshop.
- Election of Chairman and Vice Chair of Advisory Board.
- Reviewed and implemented the Advisory Board Election Timeline.
- Annual review of the Sunshine Law Presentation.
- Reviewed and approved the 2022 – 2023 Wellness Policy.
- Reviewed School Security, Safety and Evacuation Plan.
- Reviewed Guide to Proactive Discipline for Elementary and Middle Schools.
- Reviewed with Charter SRO safety concerns parents should be aware of what is happening at schools within Broward County and Charter system.
- Update from Transportation Authority.
- Principals spoke about Jaguar Parent Point Series workshops and encouraged parents to participate.
- Parents were updated on the FAST testing during workshops conducted during several meetings.
- Principals regularly reported on individual school activities and middle school sports accomplishments.
- Recognized employees annually for their outstanding achievements and awards at meetings.
- Recognized the Charter School's accomplishments and organizational awards presented to the school.
- Strongly encouraged parent participation and to strongly support S.O.S. fundraising efforts.

- Conducted an “Open Forum” at every Board Meeting, encouraging parents, guardians, teachers and students to raise issues, voice praise or concerns. This also an opportunity for parent questions to be answered directly by principals and other members of City and school staff present at Board meetings.
- Encouraged parent communication with Administrators and Board members.
- Maintained open communication with our Charter School Partners; “Chartwells” requesting availability to discuss and respond to any questions or concerns.
- Encouraged parents and guardians of students to also attend the Charter High School Advisory Board Meetings.
- City Manager advised on upcoming budget process for 2023-24 and when it will be presented to board for review and approval at the June meeting.
- Supported staff during preparation for five year Accreditation process.
- Approved the 2021-2022 A+ Funds process for teacher funding.
- Approved the updated Innovative Learning process for funding.

II. SUPPORTING OR BACKUP DATA, MATERIAL, OR OTHER CLARIFYING DOCUMENTS, IF APPLICABLE.

- 2022– 2023 Attendance Record of Charter Elementary and Middle School Advisory Board Members.

III. ADDITIONAL COMMENTS

The Advisory Board appreciates the City Commission’s support throughout the year.

IV. Statement regarding meeting date at which report was approved by Board or Committee for presentation to the City Commission.

The 2022-2023 Annual Report to the City Commission was presented for review and approved by the Charter Elementary Middle School Advisory Board at the May 2, 2022 meeting.

Nicole McGovern
Chair

