

Minutes**Thursday, August 3, 2017**Plantation High School Media Center • [6901 NW 16th St, Plantation, FL 33313](http://6901NW16thSt.com)**REGULAR MEETING 7:00 P.M. - 9:00 P.M.****Subcommittee 6:30 p.m. – CANCELED**

1. **Call to order**
 2. **Introductions**
 3. **Approve Minutes** – April 6th and June 8th, 2017 minutes were approved
 4. **Reviewed House Keeping issues:**
 - i. **IMPORTANT FTF MEETING DATES TO REMEMBER:** Sept 7th, Oct. 5th, Nov. 2nd, Dec. 7th, 2017, Jan. 11th, 2018, Feb. 1st, Mar 1st, Apr. 5th, June 7th.
 - ii. Conflict of Interest Form – attached- needs to be filled out
 - iii. Roles & Responsibilities – see page 2 of agenda
 - iv. Policy 7012 & By Laws Attached
 - v. **Reminder – Click on link to complete the [On Line Committee Training](#) – all Facilities Task Force members must complete this training**
 5. **Follow Up Items**
 - a. 2014-15 pre-bond DEFP projects – Update (not tracked in e-builder) in the process of reviewing those items that have been completed but not removed from the DEFP.
 - b. Single point of entry report – see attached Report
 - c. Status of Royal Concrete units at McFatter (Not in DEFP) – Heery is going to evaluate the units and determine what the cost will be to utilize them at McFatter.
- Rob Corbin from Heery provided an overview of the Smart Schools Website. The website is located at <http://www.browardschools.com/School-Info/SmartSchools> for those who would like to review the schools in their zones.
6. **New Business**
 - i. Evaluations for District Vendors – Heery in the process of preparing an evaluation for all contractors. FTF to review after legal department review.
 - b. SMART Program
 - i. Current status of selected projects
 - Update - Gulfstream Academy - 6-8 portables leaking through the roof & floors along with a/c's not working; 9 rooms flooded. Status of corrective measures. Currently Single Point of Entry is being addressed, but where parents have to come in is a flood zone with parents wading through water; covered walkways between North side and South side of campuses-status-Not identified in RFQ17-075c? This is a PPO issue and that department would have to address it.
 - Flanagan SHS – 9/17/2016 - Single Point of Entry not allocated in DEFP, Mr. Bobadilla to look into it, see if PPO can accomplish. –Status (last update was 7/14/2010 re fencing)
 - c. HB 7069 – update – there was no immediate update.
 7. **Committee Updates**
 - a. [Bond Oversight Website - 8/28/2017 Agenda](#)
 8. **Tentative Meeting Dates for the 2017 – 2018 School Year:** Sept. 7, Oct. 5, Nov 2, Dec 7, Jan. 11, Feb 1, Mar 1, April 5, May 3, June 7
- Meeting adjourned 8:50 p.m.

FTF Member Roles & Responsibilities

Duties:

The primary objective of the member shall be to assist the Facilities Task Force (FTF) on the identification and assessment of the facility needs of the school district. Further, the representative should promote communication among their respective organizations and the FTF; bring proposals for countywide facility improvements; communicate concerns of their respective organizations to the FTF; and encourage parent and community involvement in the schools.

Term of Office: Facilities Task Force members shall be appointed for one (1) year and may be reappointed for additional terms.

Policy 7012.

A. 3. The Facilities Task Force shall meet regularly once each month.

A. 7. Rights of the membership to vote on issues will be governed by the Florida State Board of Education Administrative Rules, Code of Ethics—Education Profession, 6B-1.001 and 6B-1.006, and the Code of Conduct for Administrators, School Board Policy 4009.11 and the Facilities Task Force By-Laws.

B. OBJECTIVES OF THE FACILITIES TASK FORCE

The Facilities Task Force shall provide a forum for community participation in the planning, construction, maintenance, and monitoring processes of the Broward County school facilities and make recommendations to The School Board of Broward County, Florida, that will promote excellence in Broward County school facilities.

The Facilities Task Force shall review individual school needs assessments and recommend priorities to the School Board for the District Facilities Work Program/Capital Budget.

The Facilities Task Force shall provide input to the District's Educational Facilities Plan.

The Facilities Task Force shall advise the School Board on specific observations, potential problems, and successes relative to maintenance of facilities, new construction, and renovation and remodeling projects.

By Laws:

Article VII, **Section 8: Quorum:** A quorum is the minimum number of members who must be present at a meeting for business to be conducted and for voting to take place. Eleven (11) voting members present at the meeting shall constitute a quorum for the transaction of business. An official quorum of committee members must be physically present at the meeting location for the committee to conduct official business, provided a quorum is required for this purpose. Individuals participating from remote locations through the use of technology cannot be employed to constitute a quorum for the committee to conduct official business.

Article III, **Section 9: Termination:** Members of the Facilities Task Force should attend meetings on a regular basis. Membership shall cease after three (3) consecutive or four (4) absences in one school year from properly noticed meetings. A member shall no longer hold voting membership rights should the member cease to reside in Broward County or otherwise terminate his or her relationship with the group which they were elected to represent. Notice of termination shall be sent to the individual by the Corresponding Secretary.