THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
OFFICE OF THE SUPERINTENDENT

MONDAY, JUNE 8, 2026 11:00 AM
Kathleen C. Wright Building
600 Southeast Third Avenue, Board Room
Fort Lauderdale, Florida 33301

AGENDA FOR BOARD WORKSHOP

BOARD WORKSHOP CAN BE VIEWED VIA LIVE STREAM OVER THE INTERNET ON THE DISTRICT'S WEBSITE (www.browardschools.com).

Public speakers will be permitted three minutes each to address a topic prior to Board Members' discussion on the topic. The times for items on the agenda are only estimates. The actual start times for these topics may vary up to an hour or more depending on the nature of the items and the length of the Board discussions and public comments. The meeting will also be live streamed. **Public Written Agenda Comments - Members of the public may submit public written comments by selecting the eComments tab at the following District webpage: https://www.browardschools.com/Page/55263. Public Written Agenda Comments must be submitted no later than 1:00 p.m. the day before the published date of the School Board Meeting or Workshop. Anonymous comments will not be accepted; therefore, written comments must include the person's name, city of residence, and zip code. Written agenda comments may not exceed a maximum of twenty-two hundred and fifty (2250) characters.** Pursuant to School Board Policy 1020, the public may speak a total of twelve (12) minutes during any single meeting, not including committee reports. Additionally, in the event a large group of individuals (ten (10) or more) sign-up to speak on any one agenda item, the Board Chair has the authority to adjust the time limit for each speaker to speak less than the three (3) minutes usually permitted or limit the overall time speakers will be heard on that item.

Free guest parking is available at the southeast 3rd Avenue parking lot on all School Board meeting dates.

TOPICS

1. 11:00 A.M. - 12:00 P.M. – Policy Review - Neola

0112 - Geographical District.pdf
0113 - Address.pdf
0114 - Seal.pdf
0118 - Purpose of the Board.pdf
0120 - Board Protocol Manual .pdf
0121 - Responsibilities and Authority of the Board.pdf
0122 - Board Powers.pdf
0122.1 - Member Powers.pdf
0133 - Quasi-Judicial.pdf
0149.1 - Public Expressions of Members.pdf
0154 - Motions.pdf

0161 - Parliamentary Authority.pdf
0161.2 - Sergeant at Arms.pdf
0162 - Quorum.pdf
0163 - Presiding Officer.pdf
0164 - Notice of RegularÂ Meetings, Hearings, and Workshops.pdf
0164.1 - Meeting Location and Board Member Participation.pdf
0165 - School BoardÂ Meetings.pdf
0165.1 - Agendas.pdf
0165.4 - Recess.pdf
0165.5 - Adjourn.pdf
0166.1 - Workshops.pdf
0168 - Minutes.pdf
0169.1 - Public Participation at Board Meetings.pdf
6327 - P3, Unsolicited Proposal, Competitve Solicitations and Direct Negotiations.pdf
7315 - Disposal of Surplus Land and Other Real Property.pdf
7511 - Leasing of School Board-Owned Property.pdf
8310 - Public Records.pdf
9170 - Campaigning on School Grounds.pdf
1232 - Political Activities.pdf
0167 - Voting and Debate.pdf

2. **12:00 P.M. - 1:00 P.M. – School Board Policy 2000 - School Safety Requirements and Monitoring**

Presentation.pdf
Policy 2000 Draft.pdf

ADJOURNMENT

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or email eeo@browardschools.com.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or email eeo@browardschools.com. Language Interpretation/Translation Services are available for the public upon request to the Bilingual/ESOL Department by emailing ESOLRequests@browardschools.com.

Any person who decides to appeal any decision made at a meeting(s) announced by this Notice with respect to any matter considered at such meeting(s) will need a record of the proceedings and for such purpose may need that a verbatim record of the proceeding is made, which records testimony and evidence upon which the appeal is to be based.

Telephone conferencing or other telecommunications technology may be used in conducting this public meeting to permit absent Board Members to participate in discussions, to be heard by other

School Board Members and the public, and to hear discussions taking place during the meeting.

Notice is hereby given that two or more Board Members of The School Board of Broward County, Florida, may be participating.

POLICY NO. 0112

GEOGRAPHICAL DISTRICT

The School District is comprised of all areas designated by the State as Broward County.

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POLICY NO. 0113

ADDRESS

The official address of the School Board is 600 SE 3rd Ave., Fort Lauderdale, FL 33301.

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POLICY NO. 0114

SEAL

The School Board shall adopt an official seal for the District. Board members shall abide by the Board Protocol Manual when using the official seal for the District. Staff may use the seal as designated by the process established by the Superintendent.

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POLICY NO. 0118

PURPOSE OF THE BOARD

A School Board is a legal entity for providing a system of public education within a geographic area of the State of Florida. The system was created by, and is governed by, State statutes. Members of a Board are, therefore, State officers chosen by citizens to represent them and the State in the legislative management of the local schools.

The Board has the dual responsibility for implementing statutory requirements pertaining to public education and for meeting the desires of the citizens. While the Board has an obligation to determine and assess citizen desires, it is understood that when the citizens elect delegates to represent them in the conduct of specified educational programs, they, at the same time, endow their representatives with the authority to exercise their best judgment in determining policies, making decisions, and approving procedures for carrying out the responsibility.

The Board declares and, thereby, reaffirms its intent to:

A. maintain open communications with citizens of the District. The Board shall keep them informed of the progress and problems of the District, and the citizens shall be encouraged to bring their thoughts and concerns about the educational system to the attention of this body;

B. establish policies and make decisions on the basis of declared educational philosophy and goals; and

C. act as a truly representative body for citizens in all matters related to programs and operations. The Board recognizes that ultimate responsibility for public education rests with the State, but the Board has been assigned specific authority through statute, and the Board shall not relinquish or fail to exercise that authority.

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POLICY NO. 0120

BOARD PROTOCOL MANUAL

The School Board shall draft and maintain a Board Protocol Manual that will provide additional details as to the expected Board protocol. The Board members are expected to adhere to the Board Protocol Manual. Once a year, the Board shall review and update its Protocol Manual. This policy does not require rulemaking each time the Board Protocol Manual is updated, as this is administrative in nature.

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F.S. 1001.43

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POLICY NO. 0121

RESPONSIBILITIES AND AUTHORITY OF THE BOARD

The School Board is responsible for the organization and control of the public schools of the District and is empowered to determine the policies necessary for the effective operation and the general improvement of the school system. The Board is constituted by the State Constitution and Florida statutes.

The Board is a public corporate entity and may take action only when the Board is meeting in official public session and a quorum is present. The Board shall exercise any power except as expressly prohibited by the State Constitution or general law in performing its responsibility to operate, control and supervise all public schools in the District. The role of the Board is to act collectively, not individually. The Superintendent, General Counsel and Chief Auditor shall take direction only from the Board, not individual Board members. When the Board votes to direct the Superintendent to perform a specific act, this direction applies to the present and any future superintendents until the duty is fully performed. Incoming superintendents are required to review prior directives of the Board and ensure full performance. The Superintendent shall hold administrators responsible for maintaining a record and tracking the accomplishment of Board directives related to their area of responsibility.

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Section 4, Article IX, Florida State Constitution
F.S. 1001.40

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POLICY NO. 0122

BOARD POWERS

The School Board shall be a body politic and corporate, and, as such, capable of suing and being sued; contracting and being contracted with; acquiring, holding, possessing, and disposing of real and personal property; taking and holding in trust for the use and benefit of the District, any grant or devise of land and any donation or bequest of money or other personal property.

As prescribed by law, the general powers of the Board are the determination of educational policies; the adoption of such rules and regulations to supplement those prescribed by the State Board and the Commissioner of Education as will contribute to the more orderly and efficient operation of the school system; the determination of minimum standards; and the performance of any duties that are assigned to it by law or by State Board regulations and that are found by it to be necessary for the improvement of the school system in carrying out the purposes and objectives of the Florida Constitution and Florida statutes.

The Board shall perform all duties found in Florida statutes and shall provide educational opportunities as required by Florida statutes.

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F.S. 1001.41
F.S. 1001.42
F.S. 1001.43

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POLICY NO. 0122.1

MEMBER POWERS

School Board members as individuals do not separately possess the powers that reside in the Board. Board members shall have authority only when acting as a Board legally in session. The Board shall not be bound in any way by any statement or action on the part of any individual Board member, except when such statement or action is pursuant to specific official instructions of the Board.

Individual Board members shall indicate when they make statements on behalf of the Board and when it is their personal belief. The Superintendent, General Counsel, and Board Internal Auditor shall take direction only from the Board, not individual Board members. Neither the Board nor individual Board members shall give direction to District staff. Board Members shall follow communication protocols as outlined in the Board Protocol Manual and Board policy relating to Board Staff communication.

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POLICY NO. 0133

QUASI-JUDICIAL

The School Board may assume jurisdiction over any dispute or controversy arising within the District and concerning any matter in which authority has been vested in the Board by statute, policy, a contract, or policy of this Board. The Board shall act as the final appeal in the resolution of all matters of dispute within the school system, including but not limited to suspension, termination, promotion, charter school disputes, vendor discipline, including debarment, transfer of personnel, collective bargaining, and student expulsion. All such matters shall appear on the agenda of a quasi-judicial hearing in order to be adjudicated by the Board.

The Board will enter a final order in any proceeding that affects a party's substantial interests. The final order will be in writing and will include findings of fact, if any, and conclusions of law separately stated.

The Superintendent will maintain the Board's final orders in accordance with Florida law, with a copy to the General Counsel. The final orders shall be deemed the official minutes of the proceeding. Public comment is not afforded during these proceedings.

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F.S. 120.53
F.S. 120.569
F.S. 120.57
F.S. 1006.07
F.S. 1012.22
F.S. 1012.34

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POLICY NO. 0149.1

PUBLIC EXPRESSIONS OF MEMBERS

The School Board Chair functions as the official spokesperson for the Board.

From time-to-time, however, individual Board members make public statements on school matters to local media and/or to local or State officials.

Sometimes the opinions expressed or statements made are perceived to be the official positions of the Board. The misunderstandings that can result from these incidents can embarrass both the member and the Board. Board members should, when writing or speaking on school matters to the media, legislators, and other officials, make it clear that their views do not necessarily reflect the views of the Board or of their colleagues on the Board.

A. This bylaw shall apply to all statements and/or writings by individual Board members not explicitly sanctioned by a majority of its members, except as follows:

    1. Correspondence, such as legislative proposals, when the Board member has received official guidance from the Board on the matters discussed in the letter.

    2. Routine, not for publication, correspondence of the Superintendent and other Board employees.

    3. "Campaign articles" or "position papers" of candidates for elections to the Board.

    4. Routine "thank you" letters from the Chair of the Board.

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5. Statements by Board members on non-school matters (providing the statements do not identify the author as a member of the Board).

6. Personal statements not intended for publication.

7. Post-election statements by Board members thanking citizens for voting for them.

B. Copies of this bylaw shall be sent to local media by the Board Chair.

There should be no expectation of privacy for any messages sent by text message or e-mail as those, are subject to disclosure under the Public Records Act unless an exemption applies. The Board shall also abide by its Board Protocol Manual regarding communication.

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POLICY NO. 0154

MOTIONS

The Board shall conduct all of its official business by way of motion pursuant to Robert's Rules of Order. The Board will not make motions during workshops. During workshops, the presiding officer will assess, based on discussion and observations, the will of the Board. The Board may use consensus during workshops. However, the use of consensus is not a formal vote of the Board, and will not be recorded or treated as such.

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POLICY NO. 0161

PARLIAMENTARY AUTHORITY

The General Counsel shall serve as parliamentarian at all Board meetings and proceedings.

The parliamentary authority governing the Board shall be the most recent edition of Robert's Rules of Order, Newly Revised, except as otherwise provided by special Board rules and regulations and/or statutes. The Board may avail itself of the leeway provided by Robert's Rules of Order for small boards.

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POLICY NO. 0161.2

SERGEANT AT ARMS

The Chief of Police or their designee shall serve as the Sergeant at Arms at all Board meetings.

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POLICY NO. 0162

QUORUM

Five (5) physically present members shall constitute a quorum at a regular meeting, special meeting, attorney closed session, or quasi-judicial hearings, and no business shall be conducted in the absence of a quorum. A quorum is not required for workshops or executive sessions. When a two-thirds vote is required, approval shall require the affirmative vote of at least six (6) Board members.

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F.S. 1001.372(4)

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POLICY NO. 0163

PRESIDING OFFICER

The Chair shall preside at all action meetings, emergency meetings, and special meetings of the School Board. The Vice Chair shall preside at all workshops. In the absence, disability, or disqualification of the Chair, the Vice Chair shall act instead. If both the Chair and Vice Chair are absent, the Board Member who most recently served as Chair shall preside over the meeting or workshop. If the former Chair is unavailable, declines, or this method exhausts all former Chairs, the Superintendent of Schools shall facilitate the selection of a Chair Pro Tempore by a majority vote of the School Board Members present. Board members shall rotate chairs of quasi-judicial hearings. The act of any person so designated shall be legal and binding.

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POLICY NO. 0164

NOTICE OF REGULAR MEETINGS, HEARINGS, AND WORKSHOPS

Pursuant to State law, the School Board shall, at least seven (7) business days prior to any regular public meeting, hearing, and workshop, provide notice in the following ways:

A. continuous publication on a publicly accessible website as provided in F.S. 50.0311 or the official Board website;

B. publication in a newspaper of general circulation; or

C. posting a notice at the courthouse door if no newspaper is published in the county.

The notice posted shall include a general statement of the general subject matter to be considered.

For additional public notice requirements, see also: Bylaw 0165.1 (Agendas).

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F.S. 50.0311
F.S. 120.525
F.S. 120.81
F.S. 1001.372
F.A.C. 28-102.001

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POLICY NO. 0164.1

MEETING LOCATION AND BOARD MEMBER PARTICIPATION

All regular or special meetings, workshops, or quasi-judicial hearings of the School Board shall be held at the Kathleen C. Wright Board Room, 600 Southeast Third Avenue, Fort Lauderdale, Florida. However, meetings of the School Board may also be held at any appropriate public place in Broward County with proper public notice.

Board members may participate in Board action and special meetings via an interactive video and/or telephone system, provided that a physical quorum of Board members is present during the meeting. Members may vote in those instances where the Board member is confined to home or hospital due to illness or accident, in those situations when the Board member's absence is due to the death or serious illness of a family member, and in those situations where the Board member is required to be out of the county due to a business commitment.

Members may participate via an interactive video and/or telephone system in workshops. Board members may participate in workshops meetings in this manner, whether or not a quorum is present. Board members may only participate in person for quasi-judicial hearings.

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POLICY NO. 0165

SCHOOL BOARD MEETINGS

The School Board shall hold at least one (1) regular meeting each month and may conduct other meetings such as workshops, public hearings, special meetings, emergency meetings, and meetings exempt from Florida's Open Meetings laws. See also Bylaw 0164 (Notice of Regular Meetings, Hearings, and Workshops), Bylaw 0165.1 (Agendas), and Bylaw 0166.1 (Workshops).

Meetings will be held at the Kathleen C. Wright Board Room, 600 Southeast Third Avenue, Fort Lauderdale, Florida. However, meetings of the School Board may also be held at any appropriate public place in Broward County provided that due public notice is given. School Board meetings that are not exempt from the open meetings laws may be video recorded, and the public will have access to those recordings.

In accordance with law, all meetings at which official acts are to be taken are declared to be open public meetings, and no resolution, rule, policy, regulation, or formal action shall be considered binding except as taken or made at such a meeting. All meetings of the Board shall be open to the public, except as provided by Florida law, and the order of business of any regular meetings shall include an opportunity for the public to address the Board, as provided in Bylaw 0169.1.

The total duration of all School Board meetings on a given day, including Regular, Special Meetings, Hearings, and Workshops, shall not exceed eight (8) hours, unless extended by a simple majority of members present. While no votes are taken during Workshops, a simple majority of members present may direct that the Workshop be extended.

REGULAR MEETINGS

Regular meetings shall be held at the time fixed at the annual organizational meeting. Such notification shall be made immediately after the annual organization meeting at which the Board fixes regular meeting dates and times. Should the date of a regular meeting fall on a holiday, the Board may choose the meeting date at any prior meeting. Every Board member shall be notified of the change by letter or by distribution of the Board minutes, which carry a record of the change. The Superintendent shall be responsible for public notice of changed meetings.

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SPECIAL MEETINGS

A. Special meetings may be called by the Superintendent, the Superintendent at the request of the Board Chair, or the Superintendent at the request of a majority of the members of the Board by serving a written notice of the time, date, location, and purpose of such meeting upon each Board member at least two (2) days in advance of the meeting. Aside from those approved by the majority of the Board, the scheduling and agenda for these sessions shall be approved by the Chair.

B. Special meetings are intended to be limited to specific matters and shall not be used in place of the Board's responsibility to conduct regular Board meetings not less than once per month. The meeting notice and agenda shall specify the particular matters to be addressed during the special meeting. Business conducted during special meetings must only relate to the particular matters identified in the meeting notice and agenda.

C. All special meetings shall be held at the regularly designated Board meeting room. Meetings may be held at other appropriate public places in the county upon the giving of due public notice.

D. Due public notice shall consist of, at least two (2) days prior to the meeting: continuous publication on a publicly accessible website as provided in F.S. 50.0311 or the District's official website; publication in a newspaper of general circulation in the county, or if there is no newspaper of general circulation in the county, an announcement over at least one (1) radio station whose signal is generally received in the county, a reasonable number of times daily during the forty-eight (48) hours immediately preceding the date of such meeting; or posting a notice at the courthouse door if no newspaper is published in the county.

E. Actions taken during special meetings shall have the same force and effect as if taken at a regular meeting.

EMERGENCY MEETINGS

A. The Superintendent, the Board Chair, or a majority of the members of the Board may call an emergency meeting when there is an immediate danger to public health, safety, or welfare that requires immediate action.

B. Emergency meetings are intended to be limited to specific emergencies and shall not be used in place of regular or special meetings. The meeting notice and agenda shall specify the particular emergency to be addressed during the meeting in addition to the time, date, and location of the meeting.

C. Notice of emergency meetings shall be provided in a manner that is fair under the circumstances and necessary to protect the public interest. The Board shall attempt to provide immediate public notice of all emergency meetings to include

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publishing a notice on the District's website and all other available methods to inform the public.

D. At the start of each emergency meeting and prior to conducting any business, the Board shall publish in writing and state for the record the specific facts and reasons for finding an immediate danger to the public health, safety, or welfare and the Board's reasons for concluding that the procedures used to notice and conduct the emergency meeting is fair under the circumstances.

E. Following the emergency meeting, and as soon as practicable under the circumstances, the Board shall publish in the appropriate publication prescribed by F.S. 120.54(3), and on its website, notice of the time, date, and place of the emergency meeting; a statement setting forth the reasons why the emergency meeting was necessary; and a statement setting forth the action taken during the meeting.

F. Actions taken during emergency meetings shall have the same force and effect as if taken at a regular or special meeting.

EXEMPT MEETINGS

The Board is committed to transparency and conducting its meetings in the public. However, certain meetings are exempt from Florida's Open Meetings laws. Examples of such meetings include, but are not limited to, the following:

A. all discussions between the Superintendent, or the Superintendent's representative, and the Board relative to collective bargaining (i.e., "executive sessions");

B. meetings between the Board, the Superintendent, and the General Counsel to discuss pending litigation to which the Board is presently a party before a court or administrative agency (i.e., "attorney closed session");

Such meetings must meet the following conditions:

1. The General Counsel shall advise the Board at a public meeting that they desire advice concerning the litigation.

2. The subject matter of the meeting shall be confined to settlement negotiations or strategy sessions related to litigation expenditures.

3. The entire session shall be recorded by a certified court reporter. The reporter shall record the times of commencement and termination of the session, all discussion and proceedings, the names of all persons present at any time, and the names of all persons speaking. No portion of the session shall be off the record. The court reporter's notes shall be fully

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transcribed and filed with the Board's clerk within a reasonable time after the meeting.

4. The Board shall give reasonable public notice of the time and date of the attorney-client session and the names of persons who will be attending the session. The session shall commence at an open meeting at which the persons chairing the meeting shall announce the commencement and estimated length of the attorney-client session and the names of the persons attending. At the conclusion of the attorney-client session, the meeting shall be reopened, and the Board Chair shall announce the termination of the session.

5. The transcript shall be made part of the public record upon conclusion of the litigation.

C. student expulsion hearings;

D. portions of any meeting relating directly to or that would reveal security and fire safety systems, including all records, information, photographs, audio and visual presentations, schematic diagrams, surveys, recommendations, or consultations or portions thereof relating directly to or revealing such systems;

E. risk management sessions; and

F. any other meeting permitted to be exempt under Florida law.

G. Public officers or employees are prohibited from disclosing any information not available to members of the general public and gained by reason of the officer's or employee's official duties during an exempt meeting. Any such disclosure may subject the officer or employee to penalties pursuant to Sections 112.313 (8), 112.317, and 839.26, Florida Statutes.

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FOLLOW-UP LOG

Items may come up during Board meetings that require follow-up. The Superintendent shall maintain a follow-up log that records each School Board member's question, request for information or action, consensus item, or motion, along with an initial target date for response or completion and ongoing progress updates. This follow-up log shall be provided to the School Board within 48 hours following each School Board workshop, meeting, or public hearing.

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F.S. 447
F.S. 1001.372

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POLICY NO. 0165.1

AGENDAS

The Superintendent shall establish the agenda for School Board meetings in consultation with the Board Chair.

Individual members of the Board may place items for discussion on an agenda by advising the Superintendent of their desire to do so. A motion to rescind or amend an action previously taken shall be timely placed on the agenda, since either motion may be considered a "proposition". The Superintendent shall establish reasonable procedures and deadlines for the receipt of requests to place items of business on the agenda.

Board members may request to make presentations in the Good of the Order/Board Member Comments portion of the agenda. Board members shall follow the Board Protocol Manual when making such requests.

The General Counsel and the Chief Auditor may add items to the agenda.

The agenda for Board meetings, hearings, and workshops shall be prepared in time to ensure that a copy of the agenda may be received at least seven (7) days before the event by any person in the State who requests a copy and who pays the reasonable cost of the copy. The agenda shall contain the items to be considered in order of presentation.

After the agenda has been made available, changes to the agenda shall be only for good cause, as determined by the person designated to preside, and stated in the record. Notification of such change shall be at the earliest practicable time.

A. The agenda, along with any meeting materials available in electronic form, excluding confidential or exempt information, shall be published on the Board's website before the event, and shall include any recommendations of the Superintendent.

B. The agenda for each regular meeting shall be provided to each Board member so as to provide proper time for the member to study the agenda. Generally, the agenda should be provided no later than seven (7) days prior to the meeting, or delivered so as to provide time for the study of the agenda by the member.

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C. The Board shall transact business according to the agenda prepared by the Superintendent and submitted to all Board members in advance of the meeting. The order of business may be altered and items added at any meeting by a majority vote of the members present.

D. CONSENT AGENDA

The Board shall use a consent agenda to expedite the disposition of routine, non-controversial matters and administrative duties delegated to the Superintendent.

A member of the Board may request that any item be removed from the consent agenda and addressed during the unfinished portion of the agenda. No vote is required to pull an item from the consent agenda. The request from a single Board Member shall cause such to occur. In addition, any item on the consent agenda may be removed and discussed as a non-action item, or deferred for further study and discussion at a subsequent Board meeting, if the Superintendent or any Board member believes the item requires further discussion.

Items that are not routine, are controversial, or that have garnered substantial public interest should be placed on the non-consent portion of the agenda rather than the consent agenda. A Board Member may pull an item to place on the non-consent portion of the agenda rather than the consent agenda based on the above guidelines and shall follow the Board Protocol Manual in doing so.

E. The agenda for special meetings called by the Superintendent, or by the Superintendent on request of the Board Chair, or on the request of a majority of the Board members, shall be prepared upon the calling of the meeting but not less than forty-eight (48) business hours prior to such a meeting. The agenda for special meetings, along with any meeting materials available in electronic form, excluding confidential or exempt information, shall be published on the Board's website at least twenty-four (24) hours before the special meeting, and shall include any recommendations of the Superintendent. The order of business at special meetings of the Board shall be established by the Chair.

F. The agenda for emergency meetings, along with any meeting materials available in electronic form, excluding confidential or exempt information, may be published on the Board's website if possible, under the circumstances and necessary to protect the public interest.

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F.S. 120.525

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POLICY NO. 0165.4

RECESS

The School Board may at any time move for a recess or intermission in the day's proceedings. If a recess is provided for in the agenda, the Chair, when the time arrives, announces the fact and says that the assembly stands in recess until the specified hour. When the Board meets at the time that the recess is to conclude, the Chair calls the assembly to order, and the business proceeds as a continuation of the previous session. (Reference: Robert's Rules of Order, Newly Revised)

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Robert's Rules of Order, Newly Revised

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POLICY NO. 0165.5

ADJOURN

A motion to adjourn is not required once the School Board has completed all of its official business. The Board may, prior to the conclusion of a meeting or at any time during a meeting, adjourn the meeting to a specified date and time by motion. Before accepting a motion to adjourn, the Chair should be sure that no important matters have been overlooked.

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POLICY NO. 0166.1

WORKSHOPS

Workshops are publicly noticed meetings of the School Board to explore matters that constitute the business of the school system. Workshops provide an opportunity for the Board and its personnel to share information and engage in a general discussion. During these meetings, the Board shall take no formal action or agree to any decisions regarding issues that may be brought forward at a regular or special Board meeting.

The Superintendent, or their designee, shall take minutes of all matters discussed during these work sessions to be read and approved at the next regular or special meeting.

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F.S. 1001.41

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POLICY NO. 0168

MINUTES

The Superintendent, as Secretary to the School Board, shall keep the official minutes and records of Board meetings that set forth clearly all actions and proceedings of the Board. The Superintendent will designate a member of the secretarial staff to assist in this responsibility. This person will be called the Recording Secretary to the Board.

The minutes of each meeting shall show the time and place, the members present, the subjects considered, a clear and concise summary of the deliberations, the actions taken, the vote of each member present on all matters on which the Board takes action, and any other information required to be shown in the minutes by law.

Each member of the Board shall be responsible for ensuring that both the matter and their vote are properly recorded in the minutes. If any member of the Board wishes any of their statements recorded, they may request during the meeting that such statements become part of the minutes.

The minutes of Board meetings shall be presented for approval either at the next regular meeting of the Board or at an intervening special meeting. Minutes do not become official until they have been formally approved by the Board. The approved minutes shall be signed by the Superintendent and the Chair.

Minutes shall be available to the general public through the Board's official website or through communications during regular office hours.

The Recording Secretary shall have the authority to correct grammatical, typographical, and like errors not affecting the construction or meaning of the minutes and shall keep a record of such corrections on file without Board approval.

Certified copies and extracts of official minutes of the Board, which are requested for legal and other authorized purposes, shall be prepared and certified by the Recording Secretary to the Board.

The approved minutes shall be filed with the Recording Secretary in a prescribed minutes book as a permanent record of official Board proceedings.

The Superintendent shall also be responsible for the preparation and distribution of the minutes of all other publicly noticed meetings of the Board (i.e., workshops, ad-hoc

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committee meetings, etc.). The Superintendent will designate a member of the administrative staff to assist in this responsibility.

The official minutes of these meetings shall be approved as determined by the presiding officer at the meeting.

The Final Order of employee termination, student expulsion, and other hearings shall serve as the official minutes of those quasi-judicial proceedings. Attorney Closed Session minutes will be taken as prescribed by statute.

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POLICY NO. 0169.1

PUBLIC PARTICIPATION AT BOARD MEETINGS

The School Board recognizes the value of public comment on educational issues to school governance and the importance of allowing members of the public to express themselves on school matters of community interest. To maintain orderly conduct and proper decorum at its meetings, this policy sets forth the Board's viewpoint-neutral rules related to public input at Board meetings, which are limited public forums.

Members of the public shall be given a reasonable opportunity to be heard on a proposition before the Board. For purposes of the policy, a proposition is an item before the Board for a vote, and includes, but is not necessarily limited to, all items on the agenda noted as unfinished business, consent, and nonconsent. A proposition may also include a vote on a motion to rescind or to amend action previously taken, but does not generally include items on the special agenda. A proposition does not include items wherever found on the agenda upon which the Board votes in its quasi-judicial capacity.

The opportunity to be heard need not occur at the same meeting at which the Board takes official action on the proposition if the opportunity occurs at a meeting that is during the decision-making process and is within reasonable proximity in time before the meeting at which the Board takes the official action. This policy does not prohibit the Board from maintaining orderly conduct or proper decorum in a public meeting.

No Board action shall be taken on requests made during public discussion unless the Board declares the matter to be an emergency in accordance with current law.

The requirement for public comment on action items does not apply to:

A. an official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety in compliance with the requirements would cause an unreasonable delay in the ability of the Board to act;

B. an official act involving no more than a ministerial act or administrative acts, including, but not limited to, approval of minutes, recess, adjournment, Board reorganization, and ceremonial proclamations;

C. a meeting that is exempt from F.S. 286.011 (the Public Meetings Law); or

D. a meeting at which the Board is sitting in its quasi-judicial capacity.

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These exceptions do not affect the right of a person to be heard as otherwise required by law or Board policy.

The opportunity to be heard is subject to policies adopted by the Board as follows:

A. Procedures for an individual to use in order to inform the Board of a desire to be heard:

1. Attendees must register their intention to participate in the public portion of the meeting upon their arrival at the meeting at the entry of the meeting hall, indicating their support, opposition, or neutrality on a proposition; and indicating their designation of a representative to speak for them or their group on a proposition if they so choose.

2. All statements shall be directed to the presiding officer; no person may address or question Board members individually. Staff members shall not be expected to answer questions from the audience unless called upon by the Board Chair (through the Superintendent) or the Superintendent.

3. Tape or video recordings are permitted under the following conditions:

    a. No obstructions are created between the Board and the audience.

    b. No interviews are conducted in the meeting room while the Board is in session.

    c. No commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.

B. <u>ACTION AND SPECIAL MEETING PUBLIC COMMENT OPPORTUNITIES</u>

1. Comments on the Agenda: During the regular and special meetings, individuals will have the opportunity to address any matter on the agenda. Public comment shall occur at the designated time on the agenda.

2. General Comments Regarding the School District: Individuals will have an opportunity to address the School Board on any other matter relevant to the operation of the School District during the public comment portion of a regular meeting.

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C. COMMENT ON BOARD MEMBER MOTION

1. Public comment on a motion shall only be permitted when the subject of the motion was not included on the published agenda.

2. If a motion is made by a Board member and seconded to take action not in response to a recommendation of the Superintendent, General Counsel, or Chief Auditor as noted on the agenda, an opportunity will be provided to the public to comment on the subject of the motion after the Board's full discussion on the motion, to include any amendments, and before the vote is taken. This opportunity will not be required if the matter addressed in the motion is placed on a subsequent agenda before final action is taken.

3. Opportunities will not be extended for individuals to comment on administrative or ministerial motions, such as adjourning meetings or extending public comment.

D. WORKSHOP MEETING PUBLIC COMMENT OPPORTUNITIES

Any individual who desires to address the School Board during a workshop meeting may do so at the designated time for public comment. Speakers may only address an item on the workshop meeting agenda.

E. PROFESSIONAL DEVELOPMENT, TRAININGS AND RETREATS

There is no opportunity provided during Board professional development, trainings, or retreats for public comment.

F. PUBLIC HEARING PUBLIC COMMENT OPPORTUNITIES

1. When it is necessary for the Board to conduct a public hearing under F.S. Chapter 120, or otherwise, to include, but not limited to, rule adoption, or budget approval, individuals may only address the Board concerning the issue(s) to be addressed during the hearing.

2. If an individual desires to address the Board concerning a matter being considered at a public hearing scheduled during a Board meeting, the individual shall be allowed to address the Board during the public hearing portion of the agenda.

G. QUASI-JUDICIAL HEARINGS

The Board shall not receive public comment during any quasi-judicial actions including, but not limited to, imposing employee discipline, ruling on formal bid protests, debarment proceedings, charter school terminations, or collective bargaining matters. Only the

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parties and their representatives shall be allowed to address the Board as provided in the relevant Board policy or Florida statute. All aspects of student expulsion proceedings shall be closed to the public.

H. WRITTEN AGENDA COMMENTS

Instead of presenting in-person comments, members of the public may provide written agenda comments to any of the agenda items. An electronic portal shall be developed on the District website to assist the public in providing such written agenda comments. Public Written Agenda Comments must be submitted no later than 1:00 p.m. the day before the published date of the School Board meeting or workshop. Anonymous comments or guest profiles will not be accepted. The submitting person's name, city of residence, and email fields must be provided and made available for public inspection. Written agenda comments should be a maximum of 2250.

If an item is added to the agenda within twenty-four (24) hours of the published time of the School Board meeting, Workshop, or Public Hearing, the public must submit any written agenda comments on such added agenda item no later than two (2) hours prior to the start of the meeting or workshop.

All submitted written agenda public comments will be distributed to all School Board members and shall be attached to the meeting and workshop minutes.

Public written comments shall be limited to one comment per person, per agenda item.

Members of the public are encouraged to use the School District's good character traits when submitting comments. If any inappropriate language is expressed, the submitters account will be notated with a warning and will be disabled for one (1) month. If these offenses occur a second time, the system will disable the person's account permanently.

I. RULES CONCERNING PUBLIC COMMENT

1. Speakers shall be called to address the Board in the order in which they have signed up.

2. Public comment shall be held at the beginning of the meeting at the designated public comment portion of the agenda. Anyone requesting to address the Board must sign up before public comment begins.

3. Comments on Agenda Items during Action, Special, and Workshop Meetings: Each speaker shall have one opportunity to address the Board for the specified amount of time. To ensure that the Board has the time necessary to consider the issues, the public comment portion of the meeting shall be limited to one (1) hour. Each individual shall have three (3) minutes to address the Board. If there are more than twenty (20) individuals desiring to speak, the maximum amount of time for each

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individual is allowed to speak shall be reduced to two (2) minutes. If more than thirty (30) individuals wish to speak, the maximum amount of time each individual is allotted to speak shall be reduced to one (1) minute. No more than sixty (60) individuals will be allowed to address the Board during the public comment portion of the meeting.

4. Only the individual who signed up for public comment is allowed to address the Board with respect to the maximum amount of time allotted. Time may not be "yielded" to other speakers.

5. Inappropriate or irrelevant remarks shall be ruled "out of order" by the Chairperson or General Counsel. Any speaker continuing with such remarks shall be required to relinquish the podium.

6. If a speaker is advocating a specific action be taken by the Board which requires the expenditure of funds, the speaker shall reveal any financial interest in the Board taking such action. If the speaker is an employee, owner, is a lobbyist, or has a financial interest in or is related to an individual who is an employee, owner, or has a financial interest in an entity that provides the product or service being advocated, the speaker must reveal such interest.

7. Rather than all members of groups or factions for or against a proposition addressing the Board at meetings in which a large number of individuals wish to be heard, the Board requests that a representatives of such groups or factions address the proposition in their representative capacity.

8. Public speakers shall not engage in political campaigning during their public speaking time, including making oral or written statements regarding any candidacy. Public speakers shall not wear any buttons, caps, shirts, or items of clothing that could constitute campaign activity.

9. Public speakers shall not engage in solicitation, lobbying, or discussion on pending litigation, or any pending administrative proceedings being conducted pursuant to Chapter 120, Florida Statutes. Any lobbying must comply with the rules set forth in School Board Policy 1940 and the Purchasing Policy.

10. Public speakers shall identify themselves by stating their name, city of residence, and if they are a lobbyist. If they fail to do so, the Chair shall request that the speaker states these items for the record. If a speaker identifies themselves as a lobbyist and is not currently registered in accordance with School Board Policy 1940, the Chair shall advise the speaker to complete the required registration before engaging in any further lobbying activities with the District.

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11. Speakers' remarks should be directed to the Chair or the School Board as whole, and not to individual School Board members. Any speaker violating this prohibition may be ruled out of order by the Chair and be directed to yield the podium. School Board members will not engage in dialogue with speakers.

12. Public speakers may not refuse to yield the podium when the Chair has advised that their time has expired.

J. DECORUM DURING BOARD MEETINGS

1. Improper conduct at Board meetings, including booing, hissing, clapping, shouting, abusive language, or threatening language shall not be tolerated; nor shall the School Board tolerate other behavior which the Chairperson, General Counsel, or Sergeant at Arms, considers disruptive or improper. Abusive language is defined as swearing, use of profanity, or name-calling. A statement that is threatening in nature is one containing language meant to frighten or intimidate one (1) or more specified persons into believing they will be harmed by the speaker or someone acting at the speaker's behest.

2. Any action or noise that causes or creates an imminent threat of a disturbance or disruption, including but not limited to clapping, applauding, heckling, shouting comments from the audience, or verbal outbursts in support or opposition to a speaker or his/her remarks is prohibited. No signs or placards shall be allowed in the Board meeting. Persons exiting the Board meeting shall do so quietly.

3. Individuals may not solicit or petition other citizens while on District property. Individuals may not distribute flyers or other documents while on District property without prior approval of the Superintendent.

4. The Chairperson or General Counsel may warn speakers that their comments have gone beyond the subject matter for which they had signed up to address, address matters unrelated to the School District business, or otherwise violate this policy.

5. Speakers are expected to show respect during public comment and understand that Board meetings are for official government business.

6. The Chairperson may recess the meeting if a speaker persists in addressing irrelevant topics or violating any rules within this policy.

7. Following a warning, any person making impertinent or slanderous remarks or engaging in boisterous behavior which the Chairperson or Sergeant at Arms determines or constitutes an actual or an imminent

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threat of a disturbance or disruption shall be barred from further appearance before the Board for the balance of the meeting and may be removed from the meeting and the building.

8. Personal cellular telephone conversations while in the room when the Board meeting is being conducted are not permitted. Such conversations are permitted only during meeting breaks or recess. Ringers must be set to silent mode to avoid disruption of proceedings. Individuals, including those on the dais, must exit the chambers to answer incoming cell phone calls.

9. Whenever a public speaker's comments raise legal issues that may adversely impact the Board or the District, the General Counsel may provide verbal instruction or guidance to the Board.

10. The Board Chair may move where the public comment period is on the agenda or extend the public comment time at their discretion.

11. Speakers shall confine their remarks to educationally relevant issues. They shall address the Board through the Chairperson. The comments shall be respectful.

12. If an individual continues to violate rules at Board meetings, the Chairperson may issue a warning that continued violation will result in removal from the meeting or the building. If the individual continues to violate rules after being warned, the Chairperson or Sergeant at Arms may order the individual removed from the meeting or the building.

13. Speakers shall adhere to the rules established by the Board by State statute. It is unlawful and a second-degree misdemeanor to knowingly disrupt or interfere with a Board meeting.

14. The Sergeant at Arms or law enforcement has the authority to remove anyone from the Board meeting or the building as deemed necessary to keep decorum, avoid meeting disruption, and for safety concerns.

15. The Chairperson or the majority of the Board may call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting to warrant such action.

16. Any person who feels that the subject matter has not been adequately covered in the time allotted may present additional information in writing.

17. The Chairperson shall authorize deviations from the above rules if necessary to reasonably accommodate an individual with a disability.

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POLICY NO. 6327

PUBLIC-PRIVATE PARTNERSHIPS, UNSOLICITED PROPOSALS, COMPETITIVE SOLICITATIONS, AND DIRECT NEGOTIATIONS REGARDING BOARD-OWNED PROPERTY AND RESOURCES

The School Board recognizes that there is a public need for timely and cost-effective construction or upgrades of educational and other facilities that may not be wholly satisfied by existing procurement methods such as competitive bidding, design-build, and selection of construction or program management companies. In accordance with State law, this policy provides that in addition to its existing procurement methods, the Board may solicit proposals or receive unsolicited proposals for qualifying public-private project(s) and may thereafter enter into a comprehensive agreement or an interim agreement with a private entity, or a consortium of private entities, for the building, upgrading, operating, ownership, or financing of facilities. In addition, the Board may enter into a comprehensive agreement, interim agreement, or other contracting arrangements that include multiple government and private entities.

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I. DEFINITIONS

A. **Comprehensive Agreement** - the contract between the Board and the private entity that defines the terms and services to be provided with respect to a qualifying project; must include the requirements of F.S. 255.065 and those outlined in this policy.

B. **Develop** - to plan, design, finance, lease, acquire, install, construct, and/or expand a qualifying project.

C. **Fees** - charges imposed by the private entity of a qualifying project, other than a lease payment, for use of all or a portion of the qualifying project pursuant to a comprehensive agreement; this term does not refer to the unsolicited proposal application fee described in this policy.

D. **Interim Agreement** - an agreement, before or in connection with the negotiation of a Comprehensive Agreement, between the Board and a contracting entity, whereby the contracting entity may be authorized by the Board to conduct due diligence or further studies or investigations related to the Proposed Project which may include, but not be limited to, project planning and development, design, engineering, environmental analysis and mitigation, surveying, financial and revenue analysis, ascertaining the

availability of financing, or any other aspect of the Proposed Project. The rights of the contracting entity and the Board will be governed by the Interim Agreement, which must be in writing. No purported Interim Agreement or terms relating thereto shall be effective, binding, or valid until approved by the Board and signed in writing.

E. **Lease Payment** - any form of payment, including a land lease, by a public entity to the private entity of a qualifying project for the use of the project.

F. **Material Default** - nonperformance of its duties by the private entity of a qualifying project which jeopardizes adequate service to the public from the project.

G. **Operate** - to finance, maintain, improve, equip, modify, or repair a qualifying project.

H. **Private Entity** - any natural person, corporation, general partnership, limited liability company, limited partnership, joint venture, business trust, public benefit corporation, nonprofit entity, or other private business entity. A private entity includes a "Proposer" that submits an unsolicited proposal or a "Respondent" that submits a proposal in response to a solicitation. "Private entity" also means each individual entity participating in or comprising a Proposer's or Respondent's team.

I. **Proposal** - a plan for a qualifying project with detail beyond a conceptual level for which terms such as fixed costs, payment schedules, financing, deliverables, and project schedule are defined.

J. **Proposer** - a Private Entity that submits or is considering submitting an unsolicited proposal. "Proposer" is the Private Entity with whom the Board may consider contracting for a Proposed Project. If the Private Entity has not yet been formed, then the "Proposer" shall mean all entities collectively who are known and intend at that time to participate on the Proposer's team.

K. **Proposed Project** - a facility or project that is intended to fulfill a purpose that supports the core mission of the District, as stated in its policies and Board action.

L. **Qualifying Project** - a facility or project that serves a public education purpose and/or the core mission of the District, including but not limited to, vehicle parking facility, fuel supply facility, recreational facility, sporting or cultural facility, medical or nursing care facility, educational facility or other building or facility that is used or will be used by a public educational institution in support of its core educational mission, or any other facility or infrastructure that could be used by the public at large and supports the Board's educational mission. Notwithstanding anything herein to the contrary, a Qualifying Project may also include, in addition to a public facility or project, residential or other private revenue-operating facilities and uses,

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as appropriate to achieve a purpose that supports the core mission of the District, and that is on a cost model and timeline acceptable to the Board.

M. **Respondent** - a private entity that submits a proposal in response to a Solicitation.

N. **Revenues** - all income, earnings, user fees, lease payments, or other service payments relating to the qualifying project, including, but not limited to, grant funds.

O. **Solicitation** - a written request for bids or proposals issued by the Board soliciting responses for a Public Private Partnership (P3") project, including, but not limited to, business plans, expressions of interest, ideas, offers, proposals, qualifications, or any combination thereof.

II. DESIGNATION OF QUALIFYING PROJECTS

The Board may designate qualifying projects as recommended by the Superintendent.

The Board may approve the development or operation of an educational facility or other government facility needed by the Board as a qualifying project, or the design or equipping of a qualifying project that is developed or operated, if it finds that all of the following criteria are met:

A. There is a public need for or benefit derived from a project of the type that the private entity proposes as the qualifying project and that the proposed qualifying project supports the mission of the District.

B. The estimated cost of the qualifying project is reasonable and beneficial as determined by the Board in relation to similar facilities.

C. The private entity's plans will result in the timely acquisition, design, construction, improvement, renovation, expansion, equipping, maintenance, or operation of the qualifying project.

III. COMPETITIVE SOLICITATION OF PUBLIC-PRIVATE PARTNERSHIP FOR QUALIFYING PROJECTS

A. The Superintendent may competitively solicit and recommend public-private partnerships and agreements with private entities to the Board for qualifying projects in accordance with law and this policy.

B. If the solicited qualifying project includes design work, the Board's solicitation must include a design criteria package prepared by an architect, a landscape architect, or an engineer licensed in Florida which is sufficient to allow private entities to prepare a bid or a response. The design criteria package must specify reasonably specific criteria for the qualifying project

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such as the legal description of the site, with survey information, interior space requirements, material quality standards, schematic layouts and conceptual design criteria for the qualifying project, cost or budget estimates, design and construction schedules, and site development and utility requirements. The licensed design professional who prepares the design criteria package shall be retained to serve the Board through completion of the design and construction of the project. The licensed design professional shall be selected through the Board's existing selection process and procedures. The costs incurred for retaining the licensed design professional may be reimbursed to the Board as part of the comprehensive agreement if the proposer is selected by the Board for award. Notice shall be included in the solicitation documents that such reimbursement may be required under the comprehensive agreement if awarded.

C. The Board may also include a reasonable application fee in the comprehensive agreement with the proposer that covers the costs of processing, reviewing, and evaluating the proposal, including, but not limited to, reasonable attorney fees and fees for financial and technical advisors or consultants and for other necessary advisors and consultants. The fee shall be determined by the Superintendent. Notice shall be included in the solicitation documents that such fees may be charged.

IV. UNSOLICITED PROPOSALS OF PUBLIC-PRIVATE PARTNERSHIP FOR QUALIFYING PROJECTS

A. Any private entity may submit an unsolicited proposal to the Board for any qualified project in accordance with F.S. 255.065, to contract for the design, construction, operation, ownership, acquisition, or leasing of a qualifying project. The unsolicited proposal and application fee should be submitted in accordance with this policy to the following:

To:

Procurement Director
Business Services Department
Broward County Public Schools
600 SE 3rd Avenue
Fort Lauderdale, FL 33301

Copy to:

Superintendent of Schools
Office of Superintendent of Schools
Broward County Public Schools
600 SE 3rd Avenue
Fort Lauderdale, FL 33301

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Office of General Counsel
Broward County Public Schools
600 SE 3rd Avenue
Fort Lauderdale, FL 33301

B. **Application Fees**

1. The Board shall charge a fee to the private entity to cover the costs of processing, reviewing, and evaluating any unsolicited proposal, including a fee to cover the costs of attorneys, engineers, consultants, and financial advisors. The fee charged for reviewing the proposal shall be based on the level of expertise deemed necessary by the Superintendent but will not be greater than the direct costs associated with evaluating the proposal. Direct costs may include, but are not limited to (a) the cost of staff time required to process, evaluate, review, and respond to the proposal, and (b) the costs of attorneys, engineers, financial advisors and other consultants. If the project proceeds beyond the initial review and is published for competition, additional fees for review and evaluation may be charged.

2. A private entity that submits an unsolicited proposal must concurrently submit the initial application fee of $25,000. If the application fee is more than the direct costs for the evaluation, the difference will be refunded to the applicant. However, additional fees may be charged based on the nature and complexity of the proposal and review required. If the initial fee does not cover the direct costs to evaluate the proposal, the Superintendent must request in writing the additional amounts required. The private entity must pay the additional amounts within thirty (30) days after receipt of the notice. If the entity fails to pay, the evaluation will not proceed. All fees must be paid prior to further evaluation. Payment must be made by electronic fund transfer wire, cashier's check, or other non-cancelable instrument. Personal checks will not be accepted.

3. The Superintendent shall notify the Board upon receipt of an unsolicited proposal, at which time the cone of silence governed by policy shall be imposed. The cone of silence shall remain in place until:

    a. an agenda item is published for a Board meeting in which the unsolicited proposal will be recommended by the Superintendent for rejection or to proceed to as a qualifying project under this policy; or

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b. the proposer is notified by the Superintendent that the unsolicited proposal application is insufficient because it does not substantially comply with all requirements of Section IV of this policy.

4. If the proposal is not evaluated, the Superintendent must return the entire application fee to the private entity.

C. **Initial Application Process**

1. Unsolicited proposals and the required application fee shall be submitted to the Procurement Director as indicated above. The date and time of receipt will be stamped on the proposal.

2. An unsolicited proposal must be accompanied by the following material and information, if applicable (The Superintendent may waive any of these criteria as appropriate for each proposed qualifying project):

a. A detailed description of the proposed qualifying project.

b. A conceptual site plan, floor plans, and elevations.

c. A description of the provision of services under the proposed qualifying project.

d. A schedule for the initiation and completion of the proposed qualifying project with sufficient detail as to projected milestones.

e. A description of the method by which the proposer will secure any necessary property interests that are required for the proposed qualifying project.

f. A list of all public utilities, railroad lines, navigable waters, and flight paths, if any, that will be crossed or affected by the proposed project and a statement of the plan to accommodate such crossings or effects.

g. A description of the proposer's general plans for financing the proposed qualifying project, including the sources of the private entity's funds and the identity of any dedicated revenue source or proposed debt or equity investment on behalf of the private entity and the Board.

h. Performance guarantees and any other proposed bonding to be provided by the proposer.

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i. A listing of all proposed obligations or involvement of any other governmental entities, including, but not limited to, contributions to the project's financing, staffing, and permitting.

j. The name and address of a person who may be contacted for additional information concerning the proposal.

k. A description of the private entity including the names of owners, directors and officers of the proposer and such information necessary to evaluate the qualifications of the critical personnel to be engaged in the project. Within this description of private entities, identify all private entities, and each entity's principals, who will be directly involved in the proposed qualifying project. Include the scope of each entity's engagement, relevant experience, address, email address and telephone number.

l. A listing of all engineering or construction firms proposed to be included on the project and their qualifications and a description of their role in the project.

m. Information, description, and supporting documentation of the benefit of the proposal to the public and the Board and a description of how the proposed qualifying project supports the education mission of the Board.

n. Identification of all known community stakeholders and anticipated benefits and a description of how the Proposer will manage outreach and community input and communication with all stakeholders.

o. The proposed user fees, lease payments, or other service payments over the term of a comprehensive agreement, and the methodology for and circumstances that would allow changes to the user fees, lease payments, and other service payments over time.

p. Any pricing or financial terms included in an unsolicited proposal must be specific as to when the pricing or terms expire.

q. A description of how the project will benefit small and minority businesses, that will participate in the project and the proposed scope of work of each, and a written statement that the proposer and project will comply with all of the Board's policies.

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3. The unsolicited proposal shall include sufficient detail and information to evaluate the proposal and meet the above criteria in Section IV.C. The designated procurement official may ask for additional details or information needed to substantially meet the criteria and properly evaluate the proposal. If the proposal is deemed by the Superintendent to be incomplete, lacking in sufficient detail, does not meet the best interest or the District's needs, or fails to substantially meet the criteria required by this policy, it may be rejected at the sole discretion of the Superintendent. The Superintendent shall inform the proposer in writing of the reason(s) why the proposal will not be accepted, including the missing information or details, and return the application fee to the proposer.

4. The proposal shall be evaluated if the Superintendent determines that the proposal substantially meets all requirements of Section IV of this policy, including proper submission of the application fee and all criteria, and the Superintendent determines that the best interest and needs of the District will be served by the qualified project. If the unsolicited proposal involves architecture, engineering, or landscape architecture, and/or other professional services, the Superintendent must ensure a professional review and evaluation of the design and construction proposed by the initial or any other subsequent proposers to ensure material quality standards, interior space utilization, budget estimates, design and construction schedules, and sustainable design and construction standards consistent with statutes and rules governing public education facilities, to include but not limited to SREF. Such review shall be performed by an architect, a landscape architect, or an engineer licensed in this State qualified to perform the review and shall be selected through the Board's existing selection process and procedures. Following the initial review and evaluation of the unsolicited proposal, such professional(s) shall remain available, if needed, to advise the Board through the completion of the design and construction of the project.

5. Where such unsolicited proposal involves any interest in Board-owned property or assets, the Superintendent shall obtain, as applicable, a reliable estimate of the value of such property or assets in a manner consistent with the appraisal and/or valuation procedures outlined in Policy Disposal of Surplus Land and Other Real Property, for a transfer, trade, public or private sale, and any other procedure associated with obtaining a fair and independent value of the property.

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V. BOARD AUTHORIZATION TO PUBLISH OR REJECT THE UNSOLICITED PROPOSAL

A. In addition to the criteria set forth in Section IV above, the Superintendent must determine that the proposed qualified project received in an unsolicited proposal:

1. is in the public's best interest;

2. supports the mission of the Board;

3. is for a facility that is owned by the Board or is for a facility for which ownership will be conveyed to the Board;

4. has adequate safeguards in place to ensure that additional costs or service disruptions are not imposed on the public in the event of a material default or cancellation of the comprehensive agreement by the Board;

5. has adequate safeguards in place to ensure that the Board or private entity has the opportunity to add capacity to the proposed project or other facilities serving similar predominantly public purposes;

6. will be owned by the Board upon completion, expiration, or termination of the comprehensive agreement and upon payment of the amounts financed, if any.

B. Upon completion of the review and evaluation of the unsolicited proposal, the Superintendent shall proceed with a recommendation to the Board to either reject the proposal or proceed to publication of the unsolicited proposal as a qualifying project in order to evaluate other proposals for the same project The Superintendent shall notify the proposer in writing as to the recommendation being made for the Board to accept or reject the unsolicited proposal and publish a Board item agenda regarding any such recommendation(s).

C. Following Board approval to publish the qualifying project, the Superintendent must publish in accordance with the publication requirements of a competitive solicitation under its procurement policies, and the notice shall also be published in the Florida Administrative Register and a newspaper of general circulation in Broward County at least once a week for two (2) weeks stating the Board has received an unsolicited proposal and will accept other proposals for the same project.

D. At the time of publication of the qualified project, the cone of silence governed by Policy shall be reinstated and the Procurement Director shall notify the Board and Superintendent. The timeframe within which other

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proposals will be accepted shall be determined on a project-by-project basis based on the complexity of the qualifying project and the public benefit to be gained by allowing a longer or shorter period of time within which other proposals may be received. However, the timeframe for allowing other proposals must be at least twenty-one (21) days, but no more than one hundred twenty (120) days after the initial date of publication of the solicitation. If approved by a majority of the Board, the Board may alter the timeframe for accepting proposals to more adequately suit the needs of the qualifying project. A copy of the notice of solicitation must be mailed to each local government in the affected area.

E. The notice shall identify the procedures that will be used for submitting and evaluating the proposals which shall be the same as those for submission of unsolicited proposals, including the application fee.

F. If the solicited qualifying project includes design work, the solicitation must include a design criteria package prepared by an architect, a landscape architect, or an engineer licensed in this state which is sufficient to allow private entities to prepare a bid or a response. The design criteria package must specify reasonably specific criteria for the qualifying project such as the legal description of the site, with survey information; interior space requirements; material quality standards; schematic layouts and conceptual design criteria for the qualifying project; cost or budget estimates; design and construction schedules; and site development and utility requirements. The licensed design professional who prepares the design criteria package shall be retained to serve the responsible public entity through the completion of the design and construction of the project. The same professional may have completed the initial review of the unsolicited proposal.

VI. PUBLIC PRIVATE BOARD SOLICITATION

The Superintendent may determine that a private public partnership is in the best interest of the District without receiving an unsolicited proposal. The District may move forward with a solicitation for a proposed private public partnership for a qualifying project. The solicitation notice shall identify the procedures that will be used for submitting and evaluating the proposals which shall be the same as those for submission of unsolicited proposals, including the application fee. If the solicited qualifying project includes design work, the solicitation must include a design criteria package as noted in section V. (F). The timeframe that proposals will be accepted shall be determined on a project-by-project basis based upon the complexity of the qualifying project and the public benefit to be gained by allowing a longer or shorter period of time within which other proposals may be received. However, the timeframe for allowing other proposals must be at least twenty-one (21) days, but no more than one hundred twenty (120) days after the initial date of publication of the solicitation. If approved by a majority of the Board, the Board may alter the timeframe for accepting proposals to more adequately suit the needs

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of the qualifying project. A copy of the notice of solicitation must be mailed to each local government in the affected area.

VII. EVALUATION AND BOARD APPROVAL OF A PROPOSAL FOLLOWING RESPONSE PERIOD

A. After the response period for a solicited proposal, or the public notification period for an unsolicited proposal has expired, all proposals received shall be evaluated according to the published criteria and ranked in order of preference. The ranking shall be conducted by a selection committee appointed by the Superintendent on a project-by-project basis and in compliance with existing procurement policies. Factors that must be considered in ranking the proposals include, but are not limited to, professional qualifications of the proposer(s), general business terms, innovative design techniques, or cost-reduction and other costs related terms, and finance plans. The Superintendent may then begin negotiations for a comprehensive agreement with the highest-ranked firm. If the negotiation results are not satisfactory, the Superintendent may terminate negotiations with the proposer and negotiate with the second-ranked or subsequent-ranked firms, in the order consistent with this procedure. No proposer is guaranteed the award of a contract as a result of being favorably ranked for this project and the issuance of a solicitation shall create no rights for the proposer including rights as a bidder, under contract, or intellectual property. If only one proposal is received, the Superintendent may negotiate in good faith, but if the negotiation is unsatisfactory, negotiations may be terminated. Notwithstanding this process, any and all proposals may be rejected by the Board in accordance with this policy at any point in the process. A contract will not be finalized or enforceable until it is approved by the Board and fully executed by all parties and a total project cost has been approved by the Board.

B. The bid protest process shall apply only to any final Board decision to move forward and award to a proposer or to reject all bids, unless such protest is waived.

C. The Superintendent shall perform an independent analysis of the proposed public-private partnership, which demonstrates the cost-effectiveness and overall public benefit, before the comprehensive agreement is recommended to the Board for finalization and execution. Said analysis shall be included as part of the agenda item for the Board's review.

VIII. INTERIM AND COMPREHENSIVE AGREEMENT

The terms of any Interim or Comprehensive Agreement to be negotiated shall include, but not be limited to, the scope, design, amenities, total cost, and duration of the proposed project. The terms will include the Board's review, approval, and control of project design and performance standards for construction, operations,

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and maintenance, for which compensation to the Respondent/Proposer may be adjusted should the performance standards not be met. Terms will also include the Board's right to inspect construction, operations, financing (if applicable), and maintenance, as well as the records relating to the cost of such operations; project insurance; labor wage and local workforce requirements; auditing rights, termination clauses, events of default and the parties' rights and responsibilities in the event of same; fees, lease payments or service payments to be paid under the agreement; the School Board maintains ownership and operation of the property during the use restriction period; the owner shall not convey, sublease, or transfer the property approved for this disposition without the consent of the Board, the restrictions in favor of the Board shall run with the land; and any other terms the Board deems appropriate for the proposed project.

Any Interim or Comprehensive Agreement shall define the rights and obligations of the Board and the contracting entity with regard to the proposed project. Prior to entering into a Comprehensive Agreement, an Interim Agreement may be entered into that permits a Respondent/Proposer or other private entity to perform activities, which may be compensable, related to the proposed project, usually in the nature of continued due diligence activities to inform the Board about the proposed project's feasibility. The Interim Agreement is a discretionary step, not necessary in all cases, but is available should the Board determine more investigation or due diligence is necessary about the proposed project before entering into a Comprehensive Agreement. The Board shall not be bound to enter into a Comprehensive Agreement merely because it entered into an Interim Agreement. However, prior to developing or operating the Proposed Project, the Respondent/Proposer shall enter into a Comprehensive Agreement with the Board.

A. Before developing or operating the qualifying project, the private entity must enter into a comprehensive agreement with the Board.

B. The Comprehensive Agreement shall include the requirements required by F.S. 255.065(7), including but not limited to:

    1. delivery of performance and guarantee bonds in compliance with F.S. 255.05;

    2. Board approvals of the project design, inspection and monitoring by the Board during the course of the project;

    3. maintenance of public liability insurance by the private entity, periodic filing of financial statements by the private entity;

    4. procedures governing the rights and responsibilities of the parties during the course of the project and in the event of material default by the private entity;

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5. provisions for the transfer or purchase of the property or other interest of the private entity by the Board;

6. payment schedules, financing arrangements, and auditing rights;

7. provisions evidencing the private entity's compliance with all of the Board's policies; and

8. any other provisions deemed necessary for the qualifying project.

C. In accordance with F.S. 255.065(7(b), the agreement may also include provisions that:

1. allow the Board to make grants or loans to the private entity;

2. relate to notice of fault, cure rights, and unavoidable delays;

3. terminate the authority and duties of the private entity and dedicate the qualifying project to the Board;

4. address reimbursement and/or payment for costs incurred by the Board in reviewing and processing the initial proposal.

IX. MATERIAL TERMS AND MODIFICATIONS

Any changes to the terms of an Interim or Comprehensive Agreement, as may be agreed upon in writing by the parties from time to time, and in order to be enforceable, shall be added to the Interim or Comprehensive Agreement only by written amendment as approved by the Board or through its Board policies. Verbal changes shall not be enforceable against the Board. No act or omission or verbal representation shall be enforceable against the Board.

X. QUALIFYING PROJECT FINANCING

A. The private entity may secure its own private-source financing which must be paid in full upon transfer of the facility to the Board in accordance with the comprehensive agreement. Upon transfer to the Board, title to the facility shall be free and clear of all encumbrances and liens of any kind whatsoever.

B. As provided in and in accordance with State law, the Board may use innovative finance techniques including Federal loans as provided in Titles 23 and 49, C.F.R., commercial bank loans, other public and/or private sources, from its own capital or operating budget, or any other legally permissible funding source including proceeds of debt issuance.

C. Financing arrangements, however, shall not require the Board to indemnify the financing source, subject the facility to liens in violation of F.S. 11.066(5),

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or secure financing by a mortgage on, or security interest in, the real or tangible property of the Board in a manner that could result in the loss of the fee ownership of the property or facility by the Board, or otherwise result in the foreclosure of the Board's interest in such property.

D. The full faith and credit of the Board may not be pledged to secure the financing of the private entity.

XI. DEFAULT, OPERATION, EXPIRATION, AND TERMINATION

A. Upon expiration or termination of a Comprehensive Agreement, the Board may use revenues from the qualifying project to pay current operation and maintenance costs of the qualifying project or for any other purpose deemed appropriate by the Board and allowed by law.

B. If the private entity materially defaults under the Comprehensive Agreement, the compensation that is otherwise due to the private entity is payable to satisfy all financial obligations to investors and lenders in the same way provided in the Comprehensive Agreement. Revenues in excess of the costs for operation and maintenance costs may be paid to the investors and lenders to satisfy payment obligations under those agreements.

C. The Board may terminate a comprehensive agreement with cause and exercise any other rights or remedies that may be available to it in accordance with the provisions of the comprehensive agreement.

D. The assumption of the development or operation of the qualifying project does not obligate the Board to pay any obligation of the private entity from sources other than revenues from the qualifying project unless stated otherwise in the Comprehensive Agreement.

XII. GOVERNMENTAL ENTITIES AND OTHER DIRECT NEGOTIATIONS

Aside from entering into a Comprehensive Agreement or Interim Agreement with a private entity or entities, the Board may enter into other contracting arrangements that include multiple government and private entities. When such contracting arrangements are contemplated, efforts must be undertaken to ensure that arrangements and transactions involving Board-owned assets, real estate, and resources are properly evaluated and assessed prior to engaging into agreements that bind the Board beyond a period of one (1) year.

In addition, the Superintendent must take steps to ensure that the transactions are transparent, as appropriate, and scrutinized and subject to audit, and that Board-owned property is used for its intended purpose.

As such, the Board should be notified and appropriately briefed on any and all major transactions being contemplated by the Superintendent and/or District staff.

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This can be one (1) Board item or several items, but all must be stated prior to the final approval of the project. Any Board agenda item(s) related to such transactions shall include and/or ensure the following:

A. Description of how the proposed project supports the education mission of the Board;

B. Description of the parties involved in the transaction, including those who are parties to any agreement wherein the Board incurs liability;

   In identifying a party, the item should include the formal corporate name and fictitious names, if applicable. All related parties of interest must also be identified.

C. Detailed description of ownership interests, including parties' interests, the size, shape, location, lot size (square footage), building size;

D. Detailed description of the financial benefits to be obtained by all parties during the term of the agreements, including the benefits that accrue to the Board;

E. All restrictions and encumbrances, covenants, use restrictions, and any other interests that bind and inure to the benefit of parties, their successors and assigns, and any other party that acquires any right, title, or interest in the project;

F. Development fees, lease payments, cash participation, net proceeds, payment provisions;

G. For projects involving leasehold interest, a full financial analysis with respect to the anticipated revenues and fiscal impact of the development over the life of a lease and the percentage, if any, and whether there are any archeological or historical designations or any biological, zoning or environmental problems (e.g., incinerators, active or inactive dump sites, toxic soil, underground storage tanks) on the property that could adversely impact the timely use of the property for the intended purpose;

H. Condition of title to the site or any known title defects;

I. Compatibility or incompatibility of present and projected uses of adjacent properties with the intended use;

J. Parties responsible for monitoring and enforcing any agreements or use restrictions concerning the project;

K. Estimated timeline for completion of the project;

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L. Where such project involves any interest in Board-owned property or assets, the Superintendent shall obtain, as applicable, a reliable estimate of the value of such property or assets in a manner consistent with the appraisal and/or valuation procedures outlined in Policy 7315, Disposal of Surplus Land and Other Real Property, for a transfer, trade, public or private sale, and any other procedure associated with obtaining a fair and independent value of the property;

M. All agreements associated with a Board item must be provided to the Board at the time of the publication of the agenda for a Board meeting;

N. Use agreements and restrictions that must be recorded in a first priority position against the properties, prior to any financing documents or other encumbrances;

O. The Board maintains ownership and operation of the property during the use restriction period;

P. The owner shall not convey, sublease, or transfer the property approved for this disposition without the consent of the Board, and the restrictions in favor of the Board shall run with the land.

Q. Board Agenda Items resulting from such negotiations shall include and disclose those elements that are required for a Comprehensive Agreement as set forth in this policy.

The Board shall be notified in a manner deemed appropriate if negotiations with the governmental entities and private entities have been determined viable by the Superintendent. The Superintendent shall also provide quarterly updates to the Board. This can be one Board item or several items, but all must be stated prior to the final approval of the project.

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XIII. SOVEREIGN IMMUNITY

Neither the sovereign immunity of the Board nor any Board officer or employee is waived as a result of participation in, or approval of, any part of a qualifying project or its operation, including, but not limited to, interconnection of the qualifying project with any other infrastructure or project.

XIV. CONFIDENTIAL MATERIALS

The Board shall not be liable for any costs incurred by private entities in preparing, submitting, or presenting unsolicited proposals or competing proposals.

Respondent/Proposer may assert that any trade secrets, financial records, and proprietary or other confidential information in its unsolicited proposal are confidential information that it claims to be exempt from disclosure under applicable Florida public records laws. Such information may be included in the

unsolicited proposal, but submitted in a separate, sealed binder, designed with the cover as CONFIDENTIAL MATERIALS. A Respondent/Proposer submitting materials claimed to be confidential shall include a cover letter listing all material designated as confidential and clearly mark each page of any material believed to a trade secret or other confidential information/document in all capital letters and bold font as CONFIDENTIAL MATERIALS. If any portion of the unsolicited proposal or responding proposals contains non-confidential and confidential information, the Respondent/Proposer shall provide a redacted copy of the document within three (3) days of the request by the District. Failure to properly list a confidential document or the failure to redact a confidential document that is only partially confidential shall result in a waiver of any claim that the document is confidential or that the unredacted document contains confidential information.

If any person requests that the Board produce or disclose any of said purported confidential documents, the Board will advise the Respondent/Proposer and afford the Respondent/Proposer an opportunity to protect its assertion that said confidential information is exempt from production. If Respondent/Proposer fails to timely authorize the production of the information or document and/or fails to timely seek a protective order, and/or is unsuccessful in obtaining a protective order, the Board will produce the requested information or document. The Board will not actively contest any request to disclose such alleged confidential information or documents, and the Board cannot guarantee that the alleged confidential document or information may not be disclosed should it ultimately be determined not to be confidential under applicable Florida public records laws. The Respondent/Proposer shall indemnify the Board for any damages and costs the Board may incur due to the Respondent/Proposer's claim that its document or information is confidential. The Board can only agree to advise the Respondent/Proposer of such request and give the Respondent/Proposer an opportunity, at the Respondent/Proposer's sole and exclusive cost, to defend the request for disclosure of the confidential information or document in a court of competent jurisdiction or other applicable forum.

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F.S. 255.065

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POLICY NO. 7315

DISPOSAL OF SURPLUS LAND AND OTHER REAL PROPERTY

The School Board may dispose of land or other real property which has been declared by resolution of the Board to be unnecessary or unsuitable for educational purposes and which is recommended for disposal in the educational plant survey.

The Board may dispose of such property by one of the following methods:

A. TRANSFER TO ANOTHER GOVERNMENTAL AGENCY

If the Board, in conjunction with another governmental agency, determines that the property can be effectively used by that agency, the property may be transferred to the agency for whatever consideration the Board deems to be in the best interest of the public.

B. TRADE

The Board may trade to a public or private entity or person land or other real property that has been determined to be of equal or greater dollar value by two (2) appraisers, one (1) selected by each of the parties to the proposed trade. A third appraiser shall mediate if the other appraisers do not agree on the value of the land or other real property to be traded. The Board may trade land or other real property not of equal value if the Board deems the trade to be in the best interest of the public. There shall be no limit on the value of land or other real property which may be traded by the Board provided that the land or other real property to be received by the Board has been determined to be of equal or greater dollar value, or the Board has determined the trade of land or other real property not of equal value to be in the best interest of the public.

C. PUBLIC OR PRIVATE SALE

1. When the property, in the opinion of the Board, has an estimated value of $100,000 or less, the Board may dispose of the property by either public or private sale for whatever consideration the Board deems to be in the best interest of the public.

2. When the property, in the opinion of the Board, has an estimated value in excess of $100,000, the Board shall dispose of the property in the following manner:

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a. The Board shall authorize the Superintendent to have the property appraised in compliance with F.S. 253.025 (6) (b), as it may be amended from time to time.

    1. For property with an estimated value from $100,000 to $500,000, an appraisal from at least one (1) qualified real estate appraiser shall be obtained.

    2. For property with an estimated value exceeding $500,000, appraisals from at least two (2) qualified real estate appraisers shall be obtained.

b. Upon receipt of the appraisal, the Board may:

    1. establish the fair market value of the property at the median of the independent appraisals or a higher amount, as determined by the Board, and proceed with the sale;

    2. decide not to dispose of the property;

    3. direct that the property be reappraised.

c. After the Board establishes the fair market value for the property, based on the appraisals (or reappraisals) and determines to proceed with the sale of the property, such sale shall be by sealed bids received and opened after advertising in a newspaper having general circulation in the county, and in other additional newspapers which the Board may direct, and otherwise in compliance with District procurement criteria.

d. Bid advertisements shall indicate that only bids meeting or exceeding the fair market value (the amount will be stated) will be considered.

e. The highest responsive and responsible bid amount meeting or exceeding the advertised fair market value, shall be presented to the Board for acceptance or rejection.

f. If no bids are received which are equal to or exceed the advertised fair market value, the Board shall reject all bids and may negotiate with prospective buyers, or may dispose of the property through public auction, providing the purchase price meets or exceeds the previously established fair market value.

g. If after six (6) months the Board fails to dispose of the property, it may, at its option, authorize the Superintendent to reappraise

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and readvertise the property for public sale in accordance with the above procedure, if it determines to proceed for disposal of the property.

After the Board has disposed of any land or other real property, pursuant hereto, the funds received from the sale of the property shall be placed in the appropriate part of the Board's budget and expended for capital outlay requirements of the Board.

Prior to transferring land to another government agency, trading land to a public or private entity or person, or initiating a public or private sale, the Board shall first ascertain the existence of any deed restrictions or reversionary rights of any parties, whether the land was acquired through eminent domain, and any interest or requirement of the United States government, state law, other agencies, or individuals, shall be addressed prior to initiating the disposal of the real property.

Upon disposal of any land or real property, the Superintendent shall notify the Department of Education in writing.

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F.S. 1001.41
F.S. 1013.28(1)
F.A.C. 6A-2.0111
State Requirements for Educational Facilities, 1994, Section 1.4

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POLICY NO. 7511

LEASING OF SCHOOL BOARD-OWNED PROPERTY

The School Board may lease any land, facilities, or educational plants owned by it to any person or entity for such term, for such rent, and upon such terms and conditions as the Board determines to be in its best interests; any such lease may provide for the optional or binding purchase of the land, facilities, or educational plants by the lessee upon such terms and conditions as the board determines are in its best interests.

Use of such school facilities and property shall be through a lease agreement with the Board. The terms and conditions of the lease agreement shall comply with terms and conditions acceptable to the Board. Where applicable, the lease agreement shall assure that all maintenance, utility, and other operating expenses are the responsibility of the entity using the facility and/or property. Prior to entering into or executing any such lease, the Board shall consider approval of the lease or lease-purchase agreement at an action meeting, at which a copy of the proposed agreement in its final form shall be available for inspection and review by the public, after due notice as required by law.

School facilities and property which are currently unused or under-utilized for educational purposes may be made available for use by private, government agencies, or qualified nonprofit community organizations.

Upon written approval of the Operations Department, the tenant may make alterations to the facility at the tenant's expense, provided the plans for such alterations comply with School District design criteria and have been approved in writing by the Operations Department.

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F.S. 1013.15

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POLICY NO. 8310

PUBLIC RECORDS

The School Board recognizes its responsibility to maintain the public records of this District and to make such records available for inspection and reproduction.

EXEMPTIONS FROM PUBLIC RECORDS

"Public records" generally means all documents, papers, letters, maps, books, tapes, photographs, films, sound recordings, data processing software, or other material, regardless of the physical form, characteristics, or means of transmission, made or received pursuant to law or ordinance or in connection with the transaction of official business of the School Board. Due to the growing number of exemptions set forth in Florida law, it is impracticable for the School Board to provide an all-inclusive list of every document that may be exempt from the definition of public records. However, public records do not typically include student records, examination and assessment instruments, medical records, documents containing genetic information, trial preparation records, and confidential law enforcement investigatory records, all of which are exempt from public disclosure. The determination of whether a particular document is exempt will be made upon receipt of a request for release of said document as a public record.

Personally identifiable information of a dependent child of a current or former officer or employee of the School District, who is insured by a group insurance plan provided by the District, is also exempt from public records requirements as set forth in the State Constitution and State statutes. This exemption applies to all personally identifiable information held by the District.

Further, the home addresses, telephone numbers, dates of birth, and photographs of current or former human resource, labor relations, or employee relations directors, assistant directors, managers, or assistant managers whose duties include hiring and firing employees, labor contract negotiations, administration, or other personnel-related duties, as well as the names, home addresses, telephone

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numbers, dates of birth, and places of employment of the spouses and children of such personnel, and the names and locations of schools and day care facilities attended by the children of such personnel, are exempt from F.S. 119.07(1) and Section 24(a), Article 1 of the State Constitution.

Any information held by the Board that would identify whether a person has been certified to serve as a school guardian is exempt from F.S. 119.07(1) and Section 24(a), Article 1, of the State Constitution.

The identity of a school or postsecondary educational institution, the personally identifiable information of any District personnel, or any specific allegations of misconduct obtained or reported pursuant to an investigation of a testing impropriety conducted by the Department of Education are confidential and exempt from the constitutional public records provisions until the conclusion of the investigation or until such time as the investigation ceases to be active.

Pursuant to State law, a complaint of misconduct against a District employee, and all information obtained pursuant to an investigation by the District of the complaint of misconduct, are confidential and exempt from inspection or copying until the investigation ceases to be active, or until the District provides written notice to the employee who is the subject of the complaint, in the manner set forth below, that the District has either:

A. concluded the investigation with a finding not to proceed with disciplinary action or file charges, or

B. concluded the investigation with a finding to proceed with disciplinary action and/or to file charges. If the investigation results in such a finding, the District shall also file a legally sufficient complaint regarding the misconduct as required by State law.

Any material that is derogatory to an employee shall not be open to inspection for an additional ten (10) days after the employee has been notified either:

A. by certified mail, return receipt requested, to his/her address of record; or

B. by personal delivery. The employee's signature on a copy of the materials to be filed shall be proof that such materials were given to the employee, with the understanding that such signature merely signifies receipt and does not necessarily indicate agreement with its contents.

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ACCESS TO PUBLIC RECORDS

Pursuant to State law, the Superintendent shall appoint a Public Records Manager, who shall serve as the primary point of contact between the District and the Division of Library and Information Services of the Florida Department of State, which is the agency responsible for the State's records management program. The Superintendent may also appoint a Custodian of Records for the District who shall be responsible for implementing the requirements in State law and the State's, records management program regarding the public records, maintained by the District. All public records requests should be sent to recordrequests@browardschools.com to ensure the request is logged in, acknowledged, expressly conveyed, and responded to in an appropriate manner.

Any individual may inspect and request copies of public records of this District during the regular business hours of the office in which such records are maintained. The District may not require requests for public records to be in writing, nor may the person requesting the information be required to disclose the name, address, or phone number unless specifically required to do so by law. The Superintendent is authorized to grant or refuse access to the records of this District in accordance with the intent of this policy and applicable law.

Every person who has custody of a public record shall permit the record to be inspected and copied by any person desiring to do so, at any reasonable time, under reasonable conditions, and under the supervision of the custodian of public records.

A District employee who has custody of public records may designate another District employee to permit the inspection and copying of public records but must disclose the identity of the designee to the person requesting to inspect or copy the public records.

No record in a personnel file which is confidential and exempt from inspection and copying pursuant to applicable law shall be disclosed except as provided by applicable law.

A custodian of public records and/or his/her designee must promptly acknowledge, in writing, requests to inspect or copy records promptly and respond to such requests in good faith. A good faith response includes making reasonable efforts to determine from other officers or employees of the School District whether such a record exists, and, if so, the location at which the record can be

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accessed. Upon determination that the requested record exists, it must be reviewed to determine whether it contains any information that would be statutorily exempt from public inspection or copying as provided by law.

Duplicated copies or certified copies of the District's public records shall be provided upon payment of the appropriate fee set forth in the Florida statutes. If the nature or volume of the public records requested will require extensive use of information technology resources or more than fifteen (15) minutes of clerical or supervisory assistance by District personnel, a special service charge attributable to the extensive use of the information technology resources and/or the labor cost of the personnel providing the service will be collected as permitted by State law.

In addition, the actual cost of duplication will be collected for copies of the District's public records in a form other than a duplicated copy. The special service charge will also be collected if the requested copies of the public records in a form other than duplicated copy will require extensive use of information technology resources or more than fifteen (15) minutes of clerical or supervisory assistance by District personnel as permitted by State law.

If the request for copies of a public record in any form could result in the collection of a special service charge, an estimate of the fee that will be due and payable shall be provided to the requestor. The duplication of the requested records will commence upon payment of the estimated fee by the requestor.

No public record may be removed from the office in which it is maintained, except by a Board employee in the course of the performance of his/her duties.

All District records will be maintained in accordance with general records schedules GS1-SL and GS7, as established by the Department of State.

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F.S. Chapter 119
F.S. 119.071(2)(k)
F.S. 257.36(5)(a)
F.S. 286.011
F.S. 1002.221
F.S. 1003.25(1)
F.S. 1008.23

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20 U.S.C. 1232g
42 U.S.C. 2000ff et seq., The Genetic Information Nondiscrimination Act 29 C.F.R. Part 1635
Article I, Section 24, State Constitution
F.A.C. 1B-24.001
F.A.C. 1B-24.003
F.A.C. 1B-26.0021
F.A.C. 1B-26.003

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POLICY NO. 9170

CAMPAIGNING ON SCHOOL GROUNDS

The following rules are established with respect to campaigning activities on School District grounds.

'Campaigning' means distributing campaign materials, wearing campaign items, making public comment during Board meetings, direct or electronic mail, or any other means that expressly advocates the election or defeat of a candidate or the approval or rejection of an issue.

Campaigning for a candidate for public office on the grounds of every School District facility is prohibited with the following exceptions:

A. The Superintendent or designee may approve the use of any School District facility to conduct a candidate forum during non-school and non-work hours in which all candidates for the same office are invited to attend and speak.

B. Campaigning is allowed on School District grounds on election days when the grounds are used as a polling place. Any campaigning on such days must be conducted a sufficient distance from the polling place to meet the requirements of State statute and must be conducted in a manner that does not, in the judgment of the school principal or Superintendent, disrupt the operation of the school.

C. Campaigning activities on school grounds by students for candidates for student office is not prohibited to the extent approved by the principal.

D. No restrictions are placed on the ability of individuals or employees to place signs or stickers on their personal vehicles endorsing candidates for public office while on the grounds of School District facilities. No such signs or stickers will be placed on District vehicles.

The meaning of “campaigning for a candidate for public office” as prohibited on School District grounds by this policy, includes the collection of signatures on a petition used to qualify as a candidate for public office.

Using any School District grounds, property or equipment to solicit support for the passage of legislation, ordinance, or referendum in the School District’s best interests is not prohibited if approved by the Superintendent or designee. Any such use shall be in accordance with F.S. 106.113. In the event School District grounds are used to conduct a rally or forum to advocate passage or rejection of specific legislation, ordinance or

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referendum, public comment will be allowed pursuant to the procedures described below.

A. Public comment will be allowed at the end of the rally or forum. Speakers may address only the subject of the rally or forum.

B. Each speaker will have only one opportunity to make comment, for a maximum of three (3) minutes.

C. If there are more than twenty (20) speakers desiring to make public comment, the time allowed per speaker will be reduced to two (2) minutes. If there are more than thirty (30) speakers, the time allowed per speaker will be reduced to one (1) minute.

D. Speakers will not be allowed to yield their time to other speakers.

All School Board employees are prohibited from campaigning for a candidate for public office in any manner while on duty. This prohibition includes the wearing of buttons or other apparel endorsing candidates for public office while on duty.

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F.S. 62.63
F.S. 104.31
F.S. 106.113
F.S. 1001.41
F.S. 1001.42
F.S. 1001.43

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POLICY NO. 1232

POLITICAL ACTIVITIES

Pursuant to State law, staff members who are employed by the School Board shall not participate in any political campaign for an elective office while on duty.

Pursuant to State law, staff members may not expend public funds (that is, any funds under the jurisdiction or control of the District) for a political advertisement or any other communication sent to electors concerning an issue, referendum, or amendment, including State questions that are subject to a vote of the electors.

PURSUANT TO F.S. 106.011:

A. 'Political advertisement' means a paid expression in a 'communications medium,' whether radio, television, newspaper, magazine, periodical, campaign literature, public comment during Board meetings, direct or electronic mail, or display or by means other than the spoken word in direct conversation, which expressly advocates the election or defeat of a candidate or the approval or rejection of an issue. However, political advertisement does not include:

    1. a statement by an organization, in existence before the time during which a candidate qualifies or an issue is placed on the ballot for that election, in support of or opposition to a candidate or issue, in that organization's newsletter, which newsletter is distributed only to the members of that organization;

    2. editorial endorsements by a newspaper, a radio or television station, or any other recognized news medium.

B. 'Communications medium' means broadcasting stations, newspapers, magazines, outdoor advertising facilities, printers, direct or electronic mail, advertising agencies, the Internet, and telephone companies; but with respect to telephones, an expenditure is deemed to be an expenditure for the use of communications media only if made for the costs of telephones, paid telephonists, or automatic telephone equipment to be used by a candidate or a political committee to communicate with potential voters but excluding the costs of telephones incurred by a volunteer for use of telephones by such volunteer; however, with respect to the Internet, an expenditure is deemed an

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expenditure for use of communications media only if made for the cost of creating or disseminating a message on a computer information system accessible by more than one person but excluding internal communications of a campaign or of any group.

Therefore, staff members who engage in political activities or hold public office shall not use time, facilities, equipment, or personnel of the school system to engage in such activities. Specifically, the use of copy reproduction equipment or other machinery or supplies, the use of secretarial help, school system technology, or any other school facilities or personnel is strictly prohibited. Telephone use for such political activities during duty hours shall be confined to an emergency only, and then only in such manner as shall not conflict with the staff member's school-related duties. Additionally, staff members who engage in political activities or hold public office are expected to discourage constituents or other persons with whom they are associated with in their political capacities, from making telephone calls to them during duty hours.

Staff who declare themselves candidates for an elective office shall notify the Superintendent immediately upon qualifying for election. They shall submit to the Superintendent a written explanation of how they will conduct their campaign so that it will be in accord with the requirements of State law and this policy.

All candidates for public office may be granted personal leave without pay. The staff member's request for leave shall be submitted according to the established procedure.

Such candidates shall adhere strictly to Florida statutes governing political activity on the part of public official and public employees.

A staff member who is a successful candidate for an office requiring a part-time responsibility shall report immediately to the Superintendent after the election and thereafter, when deemed necessary by the Superintendent, to evaluate the compatibility of the dual responsibility and the need for personal leave without pay.

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F.S. 104.31
F.S. 106.113
F.S. 110.233
F.A.C. 60L-36.002

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POLICY NO. 0167

VOTING AND DEBATE

All motions require a majority vote of those present and voting, except as provided by statute, these bylaws, or parliamentary authority. Upon the demand of any member of the School Board, the vote shall be recorded by roll call.

All actions requiring a vote can be conducted by voice vote, electronic vote, or show of hands unless a roll-call vote is requested or required. Each vote and abstention shall be recorded. Proxy voting is prohibited.

Abstentions shall only be permitted as authorized by law.

CONFLICT OF INTEREST

Pursuant to State law, no Board member shall vote in an official capacity upon any measure which would inure to their special private gain or loss; which they know would inure to the special private gain or loss of any principal by whom they are retained or to the parent organization or subsidiary of a corporate principal by which they are retained, other than an agency as defined in F.S. 112.312(2); or which they know would inure to the special private gain or loss of a relative or business associate of the Board member.

Such Board member shall, prior to the vote being taken, publicly state to the assembly the nature of the Board member's interest in the matter from which they are abstaining from voting. Such Board member shall make every reasonable effort to disclose the nature of their interest as a public record in a memorandum filed with the person responsible for recording the minutes of the meeting, who shall incorporate the memorandum in the minutes. If it is not possible for the Board member to file a memorandum before the vote, the memorandum must be filed with the person responsible for recording the minutes of the meeting no later than fifteen (15) days after the vote.

QUASI-JUDICIAL PROCEEDINGS

If the official decision, ruling, or act occurs in the context of a quasi-judicial proceeding, a Board member may abstain from voting on such matter if the abstention is to assure a fair proceeding free from potential bias or prejudice.

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TIME ALLOTTED FOR DEBATE

A School Board member having obtained the floor while debating a motion can speak no longer than an initial five (5) minutes and three (3) minutes for rebuttal per motion. For School Board Workshops, a School Board member having obtained the floor can speak no longer than an initial ten (10) minutes and three (3) minutes for each additional round of discussion.

The understanding of the agenda item is essential, thus the response time from staff for all questions posed by a Board member shall not be deducted from the Board member's debate time. School Board members shall not speak again until the other School Board members have had the opportunity to be heard. The Superintendent shall oversee the timing of the discussion and inform the Chair when a School Board member's allotted time has expired.

RECONSIDERATION

If an agenda item has been acted upon by the School Board during a meeting, at that same meeting, new information or a changed situation makes it appear that a different result might reflect the true will of the assembly, a motion for reconsideration of the agenda item may only be made by a School Board member who voted on the prevailing side when the School Board originally acted upon the agenda item.

Although this motion must be seconded, the seconding can be done by any Board member regardless of how they originally voted on the motion to be reconsidered.

Reconsideration of an agenda item acted upon at an adjourned or past meeting may be brought to the Board as a new agenda item for reconsideration.

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Office of the General Counsel 2026

F.S. 112.312(2)
F.S. 112.3143
F.S. 286.012

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Safety, Security and Emergency Preparedness (SSEP)

Rule Development

Policy 2000, School Safety Requirements & Monitoring

June 08, 2026
School Board Workshop

Michael G. Gregory, Chief Safety & Security Officer
Morgan Nykiel, Coordinator, School Safety Compliance



Established 1915 BROWARD County Public Schools | A RATED SCHOOL DISTRICT

Presentation Rationale:	**POLICY NO. 1000** **RULE DEVELOPMENT AND RULEMAKING** 7. (POLICY) RULE UPDATES- Each rule (policy) must be reviewed and/or revised within five (5) years of the policy's last review to ensure that it continues to be relevant regarding the needs of the District and comply with current requirements of The School Board's governing laws and rules. Additionally, the Superintendent's designee(s) shall conduct a formal review of all District rules in compliance with Section 120.74, Fla. Stat.
Purpose:	To orient all School Board members on the proposed policy revisions and capture the Board's feedback for Rulemaking.
Connection to the Strategic Plan:	The Superintendent may not allow the District to operate without an accountability system for policy implementation that includes expectations, evaluations, transparency, and continuous improvement
Request to the School Board:	Please review the policy presented in this presentation and provide guidance and direction to the Superintendent for Rulemaking at a subsequent Board meeting. **Financial Impact:** There is no financial impact for policy reviews.

Rationale for all Policy Reviews

Assists with giving Broward County Public Schools Purpose and Direction

Creates Tools that Support Teaching and Learning and Operations

SBBC Policies

Increases Organizational Effectiveness, Accountability, and Compliance

Promote Partnerships in Creating Holistic Networks of Support



COLLEGE READY

CAREER READY

POLICY REVIEW





Rulemaking Timeline

June 8, 2026
Rule Development Workshop
(Capture School Board's Input)

May 20, 2026
Advertisement for Rulemaking Published
(*CivicPlus Legal Notice Platform- County-wide*)

June 23, 2026
Rulemaking School Board Meeting
(Final Approval)

School Safety Requirements & Monitoring At-A-Glance

Policy Number and Title	Urgency- Impact on district operations	Summary of Revisions
2000 School Safety Requirements & Monitoring	In 2025, the District implemented the Centegix Panic Alert System. Policy updated to address requirement of staff to wear Centegix CrisisAlert badges. Addition of locked door requirements of HB 1473.	Updated policy to ensure proper use of CrisisAlert badges and alignment with Florida Statutes and Florida Administrative Code (Rule).







Page	Section	Proposed Revision	Rationale/Looping feedback
1	**I.A.1.a — District Information**	Added	Adds requirement to submit District Threat Management Coordinator contact information with the District School Safety Specialist information. (Rule 6A-1.0018 F.A.C.)
1-2	**I.A.1.c — District Information**	Revised	Updates the required FEMA training list by replacing "Multi-Hazard Planning for Childcare" with "Preparedness for Childcare Providers." (Rule 6A-1.0018 F.A.C.)
2	**I.A.1.c — District Information**	Added	Adds requirement that FEMA course completion certificates be provided to the Office of Safe Schools, not just maintained. (Rule 6A-1.0018 F.A.C.)
2	**I.B.2 — The District School Safety Specialist**	Added	Adds requirement that substitute teachers receive all school safety protocols and policies before their first day of assignment. (Rule 6A-1.0018 F.A.C.)
2	**I.B.2.a — The District School Safety Specialist**	Added	Adds an annual September 1 submission requirement for School District and charter school health, safety, and welfare policies. (Rule 6A-1.0018 F.A.C.)

School Safety Requirements & Monitoring *(Continued)* At-A-Glance

Policy Number and Title	Urgency- Impact on district operations	Summary of Revisions
2000 School Safety Requirements & Monitoring	In 2025, the District implemented the Centegix Panic Alert System. Policy updated to address requirement of staff to wear Centegix CrisisAlert badges. Addition of locked door requirements of HB 1473.	Updated policy to ensure proper use of CrisisAlert badges and alignment with Florida Statutes and Florida Administrative Code (Rule).







Page	Section	Proposed Revision	Rationale/Looping feedback
3	**I.B.3 — The District School Safety Specialist**	Added	Expands critical incident reporting to allow reports through Microsoft Teams or another software-based system identified by the School Safety Specialist.
3	**I.B.3.b — The District School Safety Specialist**	Revised	Replaces the reportable incident category for flames or fire at school with campus evacuations, excluding drills, to any evacuation incidents.
3	**I.B.3.e — The District School Safety Specialist**	Revised	Broadens the reporting category from anonymous written threats to any threats.
3	**I.B.3.h — The District School Safety Specialist**	Revised	Expands this item from student arrests only to include other official law enforcement, fire rescue, EMS, or public safety activity on campus.
3	**I.B.3.j — The District School Safety Specialist**	Added	Adds serious injury or death of staff or students as a new reportable incident category.

School Safety Requirements & Monitoring *(Continued)* At-A-Glance

Policy Number and Title	Urgency- Impact on district operations	Summary of Revisions
2000 School Safety Requirements & Monitoring	In 2025, the District implemented the Centegix Panic Alert System. Policy updated to address requirement of staff to wear Centegix CrisisAlert badges. Addition of locked door requirements of HB 1473.	Updated policy to ensure proper use of CrisisAlert badges and alignment with Florida Statutes and Florida Administrative Code (Rule).







Page	Section	Proposed Revision	Rationale/Looping feedback
4	**I.B.4.d — The District School Safety Specialist**	Revised	Replaces one-day reporting of noncompliance to the Superintendent with a requirement for quarterly. (Rule 6A-1.0018 F.A.C.)
5	**I.B.4.h.iv — The District School Safety Specialist**	Added	Adds requirement for presentation of Office of Safe Schools Quarterly reports to the School Board. (Rule 6A-1.0018 F.A.C.)
5-6	**I.C.2 — Monitoring by the Office of Safe Schools – Process**	Added	Adds a requirement to acknowledge receipt of completed State compliance visit reports in FSSAT within one school day. (Rule 6A-1.0018 F.A.C.)
6	**I.C.3.a — Monitoring by the Office of Safe Schools – Process**	Added	Clarifies that safe-school officer coverage issues must be remedied by the next school day after notice from the Office of Safe Schools. (Rule 6A-1.0018 F.A.C.)
6-7	**I.C.3.b — Monitoring by the Office of Safe Schools – Process**	Revised	Shortens the response deadline from five school days to three and requires either correction verification or a written compliance plan. (Rule 6A-1.0018 F.A.C.)

School Safety Requirements & Monitoring *(Continued)* At-A-Glance

Policy Number and Title	Urgency- Impact on district operations	Summary of Revisions
2000 School Safety Requirements & Monitoring	In 2025, the District implemented the Centegix Panic Alert System. Policy updated to address requirement of staff to wear Centegix CrisisAlert badges. Addition of locked door requirements of HB 1473.	Updated policy to ensure proper use of CrisisAlert badges and alignment with Florida Statutes and Florida Administrative Code (Rule).







Page	Section	Proposed Revision	Rationale/Looping feedback
7	**I.D — Safe-School Officer Coverage**	Revised	Changes the section title from "Safe-School Officer" to "Safe-School Officer Coverage."
8	**I.D.5 — Safe-School Officer Coverage**	Added	Adds procedures requiring timely reporting of discipline, dismissal, or weapon discharge involving safe-school officers. (Rule 6A-1.0018 F.A.C.)
8-10	**I.E — Secure Campus**	Added	Adds a new Secure Campus section, based on HB 1473, establishing locked classroom and instructional space requirements, limited exemptions for certain career and technical education spaces, rules for common areas, definitions for exclusive and nonexclusive zones, and locking, staffing, and documentation requirements for campus access points. (Rule 6A-1.0018 F.A.C.)
10	**I.F.2 — Charter School Access to the FSSAT**	Added	Clarifies review of charter schools' annual School Security Risk Assessments as part of the District Best Practices Assessment process, instead of only direct query.

School Safety Requirements & Monitoring *(Continued)* At-A-Glance

Policy Number and Title	Urgency- Impact on district operations	Summary of Revisions
2000 School Safety Requirements & Monitoring	In 2025, the District implemented the Centegix Panic Alert System. Policy updated to address requirement of staff to wear Centegix CrisisAlert badges. Addition of locked door requirements of HB 1473.	Updated policy to ensure proper use of CrisisAlert badges and alignment with Florida Statutes and Florida Administrative Code (Rule).







Page	Section	Proposed Revision	Rationale/Looping feedback
11-12	**I.H — Employee Identification and Crisis Alert Badges**	Added	Adds a new section requiring District-issued employee identification and CrisisAlert badges be always worn, defines the employees covered, explains the badges' safety and security purpose, establishes employee responsibilities for wearing and handling them, and includes steps to reduce accidental activation.
13	**I.I.1 — Student Identification Cards**	Revised	Updates student ID cross-reference to School Board Policy 5090 instead of individual Code of Student Conduct section.
13	**I.J — Threat Management Teams**	Revised	Changes the section title from Threat Assessment Teams to Threat Management Teams.
13	**I.J.1 — Threat Management Teams**	Revised	Updates the policy reference from Policy 2130 to Policy 4380 and aligns the terminology to behavioral threat management.

School Safety Requirements & Monitoring *(Continued)* At-A-Glance

Policy Number and Title	Urgency- Impact on district operations	Summary of Revisions
2000 School Safety Requirements & Monitoring	In 2025, the District implemented the Centegix Panic Alert System. Policy updated to address requirement of staff to wear Centegix CrisisAlert badges. Addition of locked door requirements of HB 1473.	Updated policy to ensure proper use of CrisisAlert badges and alignment with Florida Statutes and Florida Administrative Code (Rule).







Page	Section	Proposed Revision	Rationale/Looping feedback
13	**I.K.1 — Zero-Tolerance Policies**	Revised	Updates the zero-tolerance cross-reference from Policy 5006 to Policy 5100.
13	**I.L.1 — Emergency Notification Requirements**	Revised	Updates the emergency notification cross-reference from Policy 5.8 to Policy 5090.
13	**I.M.1 — School Environmental Safety Incident Reporting**	Added	Adds a new section requiring accurate and timely reporting of safety and discipline incidents and parent notification of threats, unlawful acts, and significant emergencies. (Rule 6A-1.0018 F.A.C.)
13-14	**I.N.1 — Student Crime Watch Program**	Added	Adds a Student Crime Watch Program requirement and identifies FortifyFL as the anonymous suspicious activity reporting tool. (Rule 6A-1.0018 F.A.C.)
14	**I.O.1 — Promotion of School Safety Awareness**	Added	Adds requirements to promote FortifyFL, train staff on threat reporting, and place the tool on student-issued devices. (Rule 6A-1.0018 F.A.C.)



Board Discussion

&

Guidance

Sarah Leonardi, Chair
Dr. Jeff Holness, Vice Chair

Lori Alhadeff
Maura McCarthy Bulman
Adam Cervera, Esq.
Debra Hixon
Nora Rupert
Rebecca Thompson
Dr. Allen Zeman

Dr. Howard Hepburn
Superintendent of Schools

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department & District's Equity Coordinator/Title IX Coordinator at 754-321-2150 or email eeo@browardschools.com.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or email eeo@browardschools.com.

browardschools.com

POLICY NO. 2000

SCHOOL SAFETY REQUIREMENTS AND MONITORING

ONE OF THE SCHOOL BOARD'S HIGHEST PRIORITIES IS THE SAFETY AND SECURITY OF ALL STUDENTS, STAFF AND VISITORS. IN ACCORDANCE WITH SECTION 6A-1.0018, FLORIDA ADMINISTRATIVE CODE~~F.A.C.~~, ADOPTED BY THE FLORIDA DEPARTMENT OF EDUCATION (FLDOE), THE DISTRICT WILL ENFORCE AND ADHERE TO THE SCHOOL SAFETY REQUIREMENTS CONTAINED WITHIN THIS POLICY AND ITS RULES.

I. Rules

A. District Information

1. The Superintendent must~~shall~~ designate a District School Safety Specialist for the School District who is either a school administrator employed by the School District, or a law enforcement officer employed by the sheriff's office located in the School District, as provided by Section 1006.07~~6)(a)~~, Florida Statutes.~~F. S.~~

    a. In accordance with Rule~~Section~~ 6A-1.0018~~(3)(a)~~, Florida Administrative Code~~F.A.C.~~, the S~~s~~chool D~~d~~istrict Superintendent must ~~will~~ submit the name, phone number, and email address of the District School Safety Specialist and District Threat Management Coordinator(s) to the Office of Safe Schools at SafeSchools@fldoe.org by August 1 of each year.

~~2. When any changes occur to this information, the District shall update the information within one (1) school day.~~

~~a.~~b. When any changes occur to this information, the School District must provide updates to the Office of Safe Schools within one (1) school day.

~~b.~~c. Within thirty (30) calendar days of appointment, the District School Safety Specialist must ~~shall~~ complete the following online Federal Emergency Management

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

Agency (FEMA) Independent Study courses: Preparedness for Childcare Providers; ~~Multi-Hazard Planning for Childcare:~~ Introduction to the Incident Command System, ICS 100; Preparing for Mass Casualty Incidents: A Guide for Schools, Higher Education, and Houses of Worship; Multi-Hazard Emergency Planning for Schools; and Planning for the Needs of Children in Disasters. These courses can be found at https://training.fema.gov/. The District School Safety Specialist must provide copies to the Office of Safe Schools and ~~shall~~ maintain certificates of completion.

~~c.~~d. Within one (1) year of appointment, and annually thereafter, the District School Safety Specialist must ~~shall~~ earn a certificate of completion of school safety specialist training provided by the Office of Safe Schools.

B. The District School Safety Specialist

1. The District School Safety Specialist is responsible for the supervision and oversight of all school safety and security personnel, policies, and procedures in the School District, including the supervision and oversight of such matters at charter schools.

2. In accordance with Rule~~Section~~ 6A-1.0018~~(4)(b)~~, Florida Administrative Code~~F.A.C.~~, the District School Safety Specialist must~~shall~~ review S~~s~~chool D~~d~~istrict and charter school policies and procedures at least annually for compliance with state law and rules, as provided by Section 1006.07~~(6)(a)1.~~, Florida Statutes.~~F.S.~~ These policies must include a requirement that substitute teachers are provided all school safety protocols and policies before beginning their first day of substitute teaching at a school.

~~2.~~a. School Districts must submit all School District and charter school policies and written procedures pertaining to the health, safety or welfare of students to the Office of Safe Schools by September 1 of each year.

CODING: Words ~~stricken~~ are deletions; words underlined are additions.

3. All ~~District traditional~~ public~~ District S~~schools and charter schools must~~shall~~ immediately notify the School District assigned School Safety Specialist of certain critical or emergency incidents that occur on school premises or those involving students attending the school by submitting a report of the active incident in Microsoft Teams (or any other software-based reporting system identified by the School Safety Specialist) or by calling the District Security Operations Center (DSOC) at 754-321-3500. Such incidents include, but are not limited to, the following:

   a. Possession or use involving a firearm or any other type of weapon (i.e., BB gun, stun gun, any size knife, pepper spray, brass knuckles, ammunition, etc.).
   b. Campus evacuations, excluding drills~~Any incident involving flames/fire at the school (not fire alarms)~~.
   c. A student threat of self-harm or a threat to others.
   d. A threat to shoot/bomb school facilities.
   e. Any ~~anonymous written~~ threats.
   f. Any major campus disruptions/fights.
   g. Any act involving sexual misconduct to include sexual battery, lewd molestation, lewd exhibition, or lewd conduct.
   h. Any student arrest(s) by law enforcement or other official law enforcement, fire rescue, EMS, or other public safety activity on campuses.
   i. Any lockdowns and the reason(s) for the emergency response(s).
   j. Any staff or student serious injury or death.

4. In accordance with Rule~~Section~~ 6A-1.0018 ~~(4)(c)1, 2, and 3,~~ Florida Administrative Code~~F.A.C.~~, instances at a school of noncompliance with requirements of this policy, applicable state law, or applicable rules relating to safety, must~~shall~~ be identified and corrected as follows:

   a. Deficiencies relating to safe-school officer coverage must be resolved by the next school day;
   b. Notification must~~shall~~ be provided to the Office of Safe Schools within twenty-four (24) hours at SafeSchools@fldoe.org of~~or~~ any deficiencies relating to safe-school officer coverage and any instance of noncompliance that is determined to be an imminent

threat to the health, safety, or welfare of students or staff. Notifications made under this subparagraph must contain particularized facts beyond generalized references to noncompliance with a rule or statute and must explain the imminent threat;

c. Notification must be made to the Office of Safe Schools within three (3) ~~school~~ days at SafeSchools@fldoe.org of any instance of noncompliance not corrected within sixty ~~calendar~~(60) days;

d. ~~In accordance with Section 6A-1.0018(5)(d), F.A.C., the District School Safety Specialist shall report an instance of noncompliance to the Superintendent of Schools within one (1) school day of knowledge of such noncompliance.; and~~ At least quarterly, the school safety specialist must report to the District School Superintendent and the District School Board any noncompliance by the ~~s~~School ~~d~~District with laws or rules regarding school safety.

e. At least annually, t~~T~~he District School Safety Specialist is responsible for the completion of all surveys conducted by the Office of Safe Schools regarding safe-school officer assignment by the school. ~~as required by6A-1.0018(7)(d) .~~

f. The District School Safety Specialist will ensure that all School District teachers and staff are provided annual training to properly utilize the selected Alyssa's Alert mobile panic alert system.

g. The District School Safety Specialist must~~shall~~ ensure that all School Security Risk Assessments are completed ~~District schools timely report the information required by Section 6A1.0018(10)(g), F.A.C.,~~ by October 1 of each year ~~and that said information is reported~~ using the Florida Safe Schools Assessment Tool (FSSAT).

h. The District School Safety Specialist must~~shall~~ annually:

   i. Complete a school security risk assessment on or before October 1 at each public school in the School District using the FSSAT, as provided in Section 1006.07~~(6)(a)4~~, Florida Statutes~~F.S.~~, and Section 1006.1493, Florida Statutes.~~F.S.~~
   The school security risk assessment is not required for virtual schools or programs that do not have a physical school site.

ii. Report by October 15 each year in the FSSAT that required school security risk assessments are completed, as provided in Section 1011.62~~(15)~~, ~~F.S.~~Florida Statutes.

iii. Provide recommendations to the School Board and the Superintendent, identifying strategies and activities that the ~~d~~District ~~s~~School ~~b~~Board should implement in order to address the findings to improve safety and security, as provided in ~~Section~~ 1006.07~~(6)(a)~~4, Florida Statutes.~~F.S.~~

~~iii.~~iv. The District School Board must receive such findings and the school safety specialist's recommendations at a publicly noticed District School Board meeting to provide the public an opportunity to hear the ~~d~~District ~~s~~School ~~b~~Board members discuss and take action on the findings and recommendations.

~~iv.~~v. Submit in the FSSAT a School District B~~b~~est P~~p~~ractices A~~a~~ssessment which includes the school security risk assessment findings and recommendations as provided in Section 1006.07~~(6)(a)4.~~, Florida Statutes, ~~F.S.,~~within thirty (30) calendar days after t~~T~~he School Board meetings ~~to receive such findings~~, but not later than November 1.

i. The District School Safety Specialist must~~shall~~ coordinate with public safety agencies, as defined in Section 365.171, Florida Statutes, ~~F.S.~~that are designated first responders to a school's campus to tour each school's campus once every three (3) years and to provide recommendations related to school safety. Completion of such tours and any recommendations must~~shall~~ be documented in each school's security risk assessment within FSSAT. The school safety recommendations made by public safety agencies must~~shall~~ be included in the District School Safety Specialist's report to the Superintendent and The School Board.

C. Monitoring by the Office of Safe Schools – Process

1. School District staff and staff of individual public schools within the School District must keep records demonstrating

that the requirements of RuleSection 6A-1.0018, Florida Administrative CodeF.A.C., and this policy are met and must provide those records to the Office of Safe Schools upon request.

2. The school safety specialist must acknowledge receipt of a completed compliance visit report via FSSAT within one (1) school day after posting. The school safety specialist, or his or her designee, will provide a copy to the school principal or charter school administrator, as appropriate.

2.3. When a notice of suspected deficiency is received from the Office of Safe Schools by the District School Safety Specialist, that notice will be provided to the Superintendent of Schools within one (1) school day of its receipt

a. When a notice of suspected deficiency concerns a failure to have a safe-school officer established or assigned at a school facility, as required by Section 1006.12, Florida StatutesF.S., the District School Safety Specialist mustshall respond in writing to the Office of Safe Schools and verify that the school(s) identified in the notice had a safe-school officer on site by the next school day. Issues related to safe-school officer coverage must be remedied by the next school day following notice from OSS, regardless of whether a completed Florida School Safety Compliance Inspection Report has been sent.

a.

In all other cases in which a notice of suspected deficiency is received, the District School Safety Specialist shall respond in writing to the Office of Safe School within five (5) school days and verify that the school district or school has corrected the suspected deficiency, or within that same period, submit a written plan describing how the school district will bring the identified school(s) into compliance. A plan submitted under this paragraph shall include an estimated date of completion for the corrective measures and an explanation of alternate security measures designated to maintain a safe learning environment which such corrections are being implemented.

b. The school safety specialist, or designee, must respond in writing within three (3) school days after receiving written notice of a suspected deficiency or after the completed Florida School Safety Compliance Inspection Report is posted. The response must verify that the School District or school has corrected the suspected deficiency or must include a written plan describing how the ~~d~~School District will bring the identified school(s) into compliance. A plan submitted under this paragraph must include an estimated date of completion and an explanation of alternate security measures designed to maintain a safe learning environment.

D. Safe-School Officer Coverage

1. The S~~s~~chool D~~d~~istrict must~~shall~~ establish or assign at least one (1) safe-school officer at each public school facility within the School District, as provided in Section 1006.12, Florida Statutes.~~F.S.~~

2. A public school facility means a public K-12 school, including a charter school, with a Master School Identification Number (MSID), as provided under Rule 6A-1.0018, Florida Administrative Code~~F.A.C~~, with the following exceptions:

   a. Schools with separate MSID numbers that are located at the same physical location and are co-located with each other are a single school facility.
   b. Schools that are located at separate physical locations and are not co-located but share one MSID number are separate school facilities.
   c. A school facility does not include:
      i. Schools without a physical location for instruction of students, such as virtual schools, virtual instruction programs, virtual course offerings, franchises of the Florida Virtual School and virtual charter schools;
      ii. Settings where instruction is provided in a county jail or state prison, in a Department of Juvenile Justice facility or program in a hospital, or while a student is homebound;

iii. Schools that provide only prekindergarten or adult education;

iv. Technical centers under, Section 1004.91, Florida Statutes; and

v. Private schools, regardless of whether their students receive state scholarship funds under Chapter 1002, Florida Statutes~~, F.S.~~.

3. A safe-school officer must~~shall~~ be present, at a minimum, during the school day when the school facility is open for instruction, as defined by the school calendar as defined by The School Board.

4. The Superintendent, in consultation with the District's Chief of Safety & Security Officer and assigned School Safety Specialist, is responsible for developing procedures relating to the assignment of safe school officers outside of the regular school day, including during, before, and after school, summer school, during extracurricular activities, and for school-sponsored events. In developing such procedures, the Superintendent must consider factors including, without limitation, as the number of persons present, the ratio of School District staff members to students, and other available safety measures.

5. The School District must implement procedures to ensure that charter schools, law enforcement agencies, and private security firms employing or contracting with safe-school officers timely report discipline and dismissal of safe-school officers and any discharge of an officer's weapon outside of training activities, so that the School District can meet State reporting requirements.

E. Secure Campus

~~5.~~1. Classrooms/Instructional spaces

a. All school classrooms and other instructional spaces must be closed and locked when occupied by students, except between class periods when students are moving between classrooms or other instructional spaces. Doors unlocked or open for any other reason

must be actively staffed by a person standing or seated at the door. “Actively staffed” means the person must be within reach of the door to secure it immediately.

b. Instructional spaces for career and technical education which are designed as open areas for the health and safety of students may be exempted from compliance with the locked door requirement by the school safety specialist. To be exempt, the school safety specialist or designee must document in FSSAT that the instructional space is exempt from these requirements due to negative impacts to student health and safety and the presence of other safety measures at the school that prevent egress from the instructional space to hallways or other classrooms or instructional spaces.

c. Common areas on a school campus, including, but not limited to, cafeterias and auditoriums, must meet the locked door requirement only when such areas are being used for instruction or student testing.

d. Media Centers must be considered instructional spaces, following the requirements of section (a) above.

~~6.~~2. Exclusive Zone & Nonexclusive Zone

a. “Exclusive zone” means the area within a gate or door allowing access to the interior perimeter of a school campus beyond a single point of entry.

b. “Nonexclusive zone” means the area of a school campus that is outside of the exclusive zone but contained on school property. Nonexclusive zones may include, but are not limited to, such spaces as parking lots, athletic fields and stadiums, mechanical buildings, playgrounds, bus ramps, agricultural spaces, and other areas that do not give direct, unimpeded access to the exclusive zone.

c. Schools with a secure exclusive zone: All gates or other access points that restrict ingress to or egress from the exclusive zone of a school campus must remain closed and locked when students are on campus. A gate or other campus access point may not be open or

unlocked, regardless of whether it is during normal school hours, unless:

i. The gate or other access point is attended or actively staffed by a person when students are on campus;
ii. The use is in accordance with or complies with a shared use agreement pursuant to Section 1013.101, Florida Statutes;
iii. Another closed and locked gate or access point separates the open or unlocked gate from areas occupied by students; or
~~i.~~iv. The school safety specialist, or his or her designee, has documented in FSSAT that the gate or other access point is not subject to this requirement based upon other safety measures at the school, or based upon compliance with the Florida Fire Prevention Code. Documentation in FSSAT must include a description of the other safety measures present and a photograph of the gate or access point not subject to the requirement.

d. Schools without a secure exclusive zone. All campus access doors, gates, and other access points that allow ingress to or egress from a school building must remain closed and locked at all times to prevent ingress, unless:

i. A person is actively entering or exiting the door, gate, or other access point or;
ii. The door, gate, or access point is attended or actively staffed by school personnel to prevent unauthorized entry; or
iii. The school safety specialist, or his or her designee, has documented in the FSSAT that the open and unlocked door, gate, or other access point is not subject to this requirement based upon other safety measures at the school. There must be at least one (1) locked barrier between classrooms and instructional spaces and open school campus. Documentation in FSSAT must include a description of the other safety measures present and a photograph of each unlocked door, gate, or other access point.

~~A.~~F. Charter School Access to the FSSAT

~~7.~~1. The School District must~~shall~~ collaborate ~~-~~with the assigned principal at each School District charter school to ensure accuracy of FSSAT user and assessor information is ascertained to provide charters direct access to allow personnel input into the FSSAT to complete the annual school security risk assessment.

~~8.~~2. The School District will directly query charter schools, and review their annual School Security Risk Assessments, to gather and provide information for inclusion within the completion of the School District's best practice assessment in the FSSAT.

~~B.~~G. Emergency Drills and Procedures

~~9.~~1. All applicable state and local provisions pertaining to the School District's requirements for active assailant response plans and emergency drills and procedures, including, but not limited to, statutory requirements for appropriate public safety agencies active planning and participation in coordination with the School District, particularly the physical presence and active involvement of law enforcement officers in such emergency drills and actual emergencies, can be found in School Board Policy 2120 – Emergency Preparedness & Responses.

~~E.~~H. Employee Identification and Crisis Alert Badges

1. Employee Identification Badge

   All Broward County Public Schools employees must be issued a District photo identification badge as a condition of employment. Employees, vendors, or contractors who are issued a District identification badge, are required to wear and visibly display their badge at all times while on duty and while present on any Broward County Public Schools campus, facility, or property.

2. Centegix CrisisAlert Badge

Under applicable state and local provisions pertaining to Alyssa's Alert requirements, Section 1006.07, Florida Statutes, all Broward County Public Schools employees and contracted-employees who are issued a Centegix CrisisAlert badge must wear the Centegix CrisisAlert badge at all times while on duty and while on any District campus or facility, in a manner that allows immediate access and activation in the event of an emergency.

3. Scope of Applicability

This requirement applies to, but is not limited to:

- Instructional employees
- Non-instructional employees
- School-based and District-based staff
- Administrators
- Contracted employees

4. Purpose and Use

The employee identification badge and Centegix CrisisAlert badge are District-issued safety and security tools intended to:

- Visually identify authorized employees;
- Assist in maintaining controlled access to facilities;
- Support accountability and verification during emergency situations;
- Enable rapid communication and emergency notification through the District's safety systems;
- Enhance coordination with Broward County Public Schools Police and emergency responders.

5. Employee Responsibilities

Employees are responsible for wearing and maintaining possession of their District-issued identification badge and Centegix CrisisAlert badge at all times.

a. Badges must be worn above the waist

b. Identification badges must be placed in front of the CrisisAlert badge, with the button of the CrisisAlert badge facing the back of the identification badge, protecting the button from inadvertent press

c. CrisisAlert badges must not be stored loose in bags or

pockets while not being worn.

d. Badges must not be left unattended.

e. Lost, stolen, damaged, or malfunctioning badges must be immediately reported to your supervisor;

~~a.~~f. Return all District-issued badges upon separation from employment or reassignment.

6. Additional considerations to reduce inadvertent press of the CrisisAlert badge:

a. Wear the CrisisAlert badge in a protective sleeve.

b. Employees may bind the badges together in a manner that still allows access for activation in the event of an emergency, such as use of a rubberband or clip.

~~F.~~I. Student Identification Cards

1. As required by Section 1008.386, Florida Statutes~~F.S.~~, and beginning with the 2021-2022 school year, student identification cards issued to students in grades 6 through 12 must include the telephone numbers for national or statewide crisis and suicide hotlines and text lines. Students will be expected to always wear their official school-issued identification (ID) badge clearly visible in accordance with School Board Policy 5090 – ~~Section III – Dress Code section of the~~ Code of Student Conduct.

~~G.~~J. Threat Management~~Assessment~~ Teams

1. All applicable state and local requirements pertaining to threat management~~assessments~~ teams and other requirements can be found in School Board Policy 4380~~2130~~ - Behavioral Threat Management~~Assessment (BTA)~~.

~~H.~~K. Zero-Tolerance Policies and Agreements with Law Enforcement

1. All applicable state and local requirements pertaining to zero-tolerance can be found in School Board Policy 5100~~5006~~ – Suspension and Expulsion.

~~I.~~L. Emergency Notification Requirements

1. All applicable state and local requirements pertaining to the School District's requirements to provide timely parental notification of significant emergencies and involuntary examinations can be found in School Board Policy 5090~~5.8~~ – Code of Student Conduct.

M. School Environmental Safety Incident Reporting

1. The Superintendent is responsible for ensuring the accurate and timely reporting of incidents related to school safety and discipline in accordance with Florida law and rules promulgated by the FLDOE. Parents of School District students have a right to access school safety and discipline incidents as reported, and must be timely notified of threats, unlawful acts, and significant emergencies pursuant to Section 1006.07, Florida Statutes.

N. Student Crime Watch Program

1. The School District must implement a Student Crime Watch Program to promote responsibility among students and improve school safety. The School District will distribute information notifying students and the community as to how they can anonymously relay information concerning unsafe and potentially harmful, dangerous, violent, or criminal activities, or the threat of these activities, to appropriate public safety agencies and school officials. The selected application for this purpose is the Florida Department of Education's mobile suspicious reporting tool, FortifyFL.

O. Promotion of School Safety Awareness

~~2.~~1. The School District must promote the use of the Florida Department of Education's mobile suspicious reporting tool, FortifyFL, and the consequences of knowingly submitting false information on the School District's website, in newsletters, on school campuses, and in school publications. All staff members will be trained on how to report student threats or concerning behavior. FortifyFL must also be installed on all mobile devices issued to students and bookmarked on all computer devices issued to students.

Policy Custodian: Division of Safety, Security & Emergency Preparedness

Policy Status [Active/Inactive]: Active

Authority: Sections 120.52(6), 120.54, 120.81(1)(a), 1001.32(2); 1001.41(1) and (2), 1001.43(2), 1001.42(29), 1006.07, 1006.13(2) Florida Statutes; and Section 6A-1.0018, Florida Administrative Code.
~~Authority: F.S. §1001.41(2); F.S. §1001.32(2); F.S. §1006.13(2); Section 6A-1.0018(4)(b) and (c) (5)(d), (7)(c), (10)(b), (12)(a), (13)(e) and (16)(a), F.A.C.~~

History (Adopted/Amended): 01/05/2022
04/05/2022
06/14/2022

S:/v/allwork-use/sbbc/memos/internal/2526year/260224policy2000rpvrl
~~S:/v/allwork-use/sbbc/memos/internal/2122year/220607safetypolicy2000rpvrl~~

CODING: Words ~~stricken~~ are deletions; words underlined are additions.