

# CITY OF WESTLAKE



## MINUTES - DRAFT

### Education and Youth Advisory Board Meeting

Thursday, January 28, 2021 at 6:30 PM

Westlake Council Chambers  
4005 Seminole Pratt Whitney Road  
Westlake, Florida 33470

This meeting took place at the Westlake Community Center/City Council Chambers located at 4005 Seminole Pratt Whitney Road, Westlake, Florida, 33470 and publicly viewed Via Communications Media Technology.

Members of the public participated in the meeting through electronic means and may access as follows:

1. Join the Webex meeting from your computer, tablet or smartphone at the following link:  
<https://cityofwestlake.my.webex.com/>

Meeting ID: 132 458 9672  
Password: hello

2. Participants may also dial in using your phone with any of the following number(s):

United States Toll: +1-408-418-9388  
Meeting ID: 132 458 9672

A meeting of the City of Westlake's Education & Youth Advisory Board was held on Thursday, January 28, 2021 at 6:30 PM., at the Westlake Community Center, 4005 Seminole Pratt Whitney Road.

As a preliminary matter, Ms. Burgess noted that Board Members Julie Acevedo, Jennifer Bermudez, Lisa Liriano, Wesley Logsdon and Robin Medvetz were present physically. Alternate Board Member, Earle Wright, was present via communications media technology.

Ms. Burgess also noted that Vice Mayor Katrina Long-Robinson was present physically along with staff members City Manager, Kenneth Cassel, City Attorney Pam Booker, City Clerk Zoie Burgess and Deputy City Clerk Jomekeyia McNeil.

Ms. Burgess identified guest speaker on the Agenda, Mrs. Marcia Andrews, Palm Beach County School Board District 6 Board Member is present and via communications media technology.

Ms. Burgess provided further instruction regarding public comments, noting that comments will be acknowledged by the Mayor and accepted at the appropriate times as indicated in the Agenda and those who wish to speak may use the "virtual" hand raise feature.

Ms. Burgess provided the disclaimer that the meeting is being recorded by both voice and video, reminding the audience that microphones are live.

Ms. Burgess further explained that microphones will be muted; audience members have the ability to unmute themselves and anyone that has called in should mute their device. Ms. Burgess noted that anyone causing a disruption or being inappropriate will be removed from the meeting.

Ms. Burgess welcomed all to the inaugural board meeting for the City of Westlake's Education & Youth Advisory Board Meeting.

### **CALL TO ORDER**

City Clerk Burgess called the meeting to order at 6:32 PM.

### **ROLL CALL**

Present and constituting a quorum were:

Board Member Julie Acevedo  
Board Member Jennifer Bermudez  
Board Member Lisa Liriano  
Board Member Wesley Logsdon  
Board Member Robin Medvetz

Also, present:  
Kenneth Cassel, City Manager  
Pam E. Booker, Esq., City Attorney  
Zoie P. Burgess, CMC, City Clerk  
Jomekeyia McNeil, Deputy City Clerk

---

## **PLEDGE OF ALLEGIANCE**

Pledge of Allegiance.

## **OATH OF OFFICE**

- A. Robin Medvetz, Regular Board Member

Ms. Burgess swore in Board Member Robin Medvetz.

- B. Earle Wright, Alternate Board Member

Board Member Earle Wright was not physically in attendance. Ms. Burgess advised that he would be sworn in at a later date.

## **APPROVAL OF AGENDA**

On Motion by Board Member Logsdon to approve the agenda as presented, Seconded by Board Member Bermudez.

## **UPON ROLL CALL:**

Board Member Acevedo	YES
Board Member Bermudez	YES
Board Member Liriano	YES
Board Member Logsdon	YES
Board Member Medvetz	YES

With all in favor, motion carried without dissent (5-0).

## **PUBLIC COMMENTS**

*This section of the agenda allows for comments from the public to address the Board. Each speaker will be given a total of three (3) minutes to comment. Please address Board from podium, and prior to addressing the Board, state your name and address for the record.*

The floor was opened to public comments.

Mr. Cassel welcomed the Board. He mentioned the agreement being worked out between the City and the Palm Beach County School Board to not divide the PODS for school zoning. He said that we are working with the district on plats and addressing. He thanked the Board members for serving.

Vice Mayor Long-Robinson thanked the Board for their decision to serve. She said that she encourages and uplifts our principals and staff, as we go through this digital divide. She mentioned that she will not be in attendance at the meetings, but she will be listening in. She congratulated the members for making history for Westlake as being the first Board Members to serve.

Ms. Burgess gave the virtual participants a moment to raise a virtual hand or unmute their devices and provided a reminder to state name and address.

There being no further comments, the next item followed.

---

## **APPROVAL OF MINUTES**

There being no Minutes, the next item followed.

## **PRESENTATIONS**

There being no Presentations to approve, the next item followed.

## **UNFINISHED BUSINESS**

There being no Unfinished Business to approve, the next item followed.

## **NEW BUSINESS**

### A. Introduction and Welcome - Mrs. Marcia Andrews, District 6 - Palm Beach County School Board

Ms. Burgess introduced and welcomed Marcia Andrews, District 6 Board Member for the Palm Beach County School District.

Vice Mayor Long-Robinson said that Ms. Andrews is a longtime educator, former teacher, former Assistant Principal for the District. She said that the Western Community has a very robust Education Advisory Committee in the area. She mentioned that she and Mrs. Andrews have a meeting tomorrow about something that they are hoping to introduce into the area. She noted that Mrs. Andrews is a committed leader that is accessible and reachable, and she encouraged the Board to reach out to Mrs. Andrews.

Marcia Andrews, District 6 Board Member for the Palm Beach County School District greeted and welcomed all the members to the Board. She said that this is a dream come true. She is honored to be the Board Member for District 6 and noted the boundary areas of the district. She stated that she is available for support as she is active in the District.

Mrs. Andrews said that it is truly important that the Board be an active partner with the Palm Beach County School District. She noted that the City, parents, students, and schools belong to the Board. She said that as the Education Advisory Board the communication, networking, goals and objective as it relates to student achievement and community involves education as the main issue of importance for all children in the community.

Mrs. Andrews mentioned that the area schools in Westlake and the Acreage area are excellent and have an "A" rating and have maintained the rating for some time now. She noted that the District is thrilled to know that they will be working with the Board closely. She noted that she is always available to attend meetings along with District staff as this is what they have been doing for the past 11 years since she has been on the Board. She mentioned that whenever there is an Education Advisory Board in District 6, the District is there for the Board. She will be marking her calendar to attend meetings as well as inviting the support team.

Mrs. Andrews advised that the Board may contact her and recommend what the Board would like for the School District to address as it relates to student achievement and progress for the students in the Westlake and surrounding areas. She stated that the communication and dialogue is important as we move forward.

### B. Nomination of Chairperson

Ms. Burgess opened the floor for Chair nominations.

Ms. Burgess opened the floor for nominations for Board Chair. She advised the members of the Board that they could nominate themselves if they wish to serve.

Mr. Logsdon inquired if anyone wanted to be Board Chair.

Ms. Acevedo inquired on the rules and responsibilities.

Ms. Bermudez asked for an explanation of what is expected of the Board Chair.

Ms. Burgess asked Board Attorney to give an explanation.

Ms. Booker explained the purpose of the Chair and the commitment. She advised that if the Board has any questions, she and the City Clerk are available.

Ms. Burgess opened the floor for Chair nominations.

Ms. Booker advised the Board that both she and the City Clerk are available to assist.

Ms. Bermudez nominated herself.

Ms. Burgess stated that Ms. Bermudez is nominated for Chair and asked if there are any further nominations.

Ms. Burgess asked if there are any further nominations for the Chair. Noting that if all nominations were received, the opportunity for nominations was closed and the nomination is up for a roll call vote.

**UPON ROLL CALL:**

Board Member Acevedo	YES
Board Member Bermudez	YES
Board Member Liriano	YES
Board Member Logsdon	YES
Board Member Medvetz	YES

With all in favor, motion carried without dissent (5-0).

C. Nomination of Vice Chairperson

Ms. Burgess opened the floor and called for any nominations for Vice Chair.

Ms. Burgess asked for nominations.

Mr. Wright nominated Ms. Medvetz.

Ms. Medvetz responded okay at the same time.

Ms. Burgess said that Ms. Medvetz has two nominations.

Ms. Booker explained the roll of Vice Chair in the absence of the Board Chair.

Ms. Medvetz agreed.

Ms. Burgess asked if there are any further nominations for the Vice Chair. Noting that if all nominations were received, the opportunity for nominations was closed and the nomination is up for a roll call vote.

**UPON ROLL CALL:**

Board Member Acevedo	YES
Board Member Bermudez	YES
Board Member Liriano	YES
Board Member Logsdon	YES
Board Member Medvetz	YES

With all in favor, Motion carries without dissent (5-0).

D. Discussion - Selecting a Youth Member Representative

Chair Bermudez opened the meeting for the next business

Ms. Burgess said that the Board would need to determine how to bring on the Youth Member Representative. She asked for suggestions on how to move forward with the Seminole Ridge High School to select a Youth Advisory Member.

Ms. Medvetz said that Mr. Wright would be the best person to ask.

Mr. Logsdon suggested having a High School Junior serve. He said that a student tied to the Westlake community and one who is looking for community service hours.

Ms. Acevedo said that she could reach out to the guidance counselors to provide names of students seeking community service hours as well as based on grade point averages.

Mr. Logsdon suggested that the Board look at students who reside in the Westlake area and community.

Ms. Burgess inquired on the grade level.

Mr. Logsdon responded a sophomore junior grade level.

Ms. Burgess clarified the criteria with the Board as to what they are seeking in the applicant. She said that she could reach out to high school principal for recommends on students if it is okay with the Board.

The Board responded yes.

Ms. Booker recommended that Ms. Burgess have the Board consider selecting from three applicants.

Chair Bermudez said that it would be good to have a selection of students to choose from.

Mr. Wright commented that there are a couple of students that met that criteria.

Ms. Acevedo suggested having students involved in government and those that display leadership qualities.

Mr. Logsdon said that he would like to have an application process.

Ms. Burgess inquired whether the Board had any additional criteria.

Further Board discussion on criteria.

#### E. Discussion - Future Meeting Dates

Chair Bermudez asked the Board for suggestions for future meeting dates.

Ms. Burgess noted that a copy of the District Calendar and Testing Schedule has been provided to the Board. She advised the Board to keep in mind the dates just in case the meeting dates need to be altered.

Chair Bermudez suggested meeting every second Thursday of the month.

Ms. Booker noted that the meeting dates do not have to be held at the end of the month. She said that applications can be gathered in February; this would give the Board the opportunity to reach out to Ms. Andrews to get similar input on other Education Boards in the areas. She said that the Board can meet in March to evaluate the applicants and have a better feel for the direction.

Chair Bermudez suggested meeting the second Thursday of the month at 6:30 PM effective March 11, 2021.

Ms. Burgess confirmed that the future meetings will be held the second Thursday of the month starting at 6:30 PM March 11, 2021.

#### **BOARD MEMBER COMMENTS/REPORTS/UPDATES**

Chair Bermudez opened the floor for comments, reports, updates.

Ms. Burgess stated that if there were any comments or additional initiatives that the Board would like to set, now would be a good time to suggest. She noted that if the Board would like to have time to think about it in February they could do so.

Ms. Bermudez mentioned that she would like the Board to discuss at the March meeting.

Ms. Burgess confirmed and the Board agreed.

Ms. Burgess advised that the Board could email the initiatives to be added to the agenda.

**ADJOURNMENT**

There being no further business, Chair Bermudez adjourned the meeting at 7:03 PM.

---

Zoie P. Burgess, City Clerk

---

Jennifer Bermudez, Chair