



Chair Jeffrey Means
Vice Chair Travis White
Member Lynn Hayes
Member Tanya Floyd
Member Dietra H. Sherman

City Manager Rodolfo Valladares

The Education Task Force will conduct a
Regular Education Task Force Meeting
At 5:00 PM

to address the item(s) below.

Meeting Date: June 17, 2025

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Education Task Force Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

APPROVAL OF THE AGENDA

I. OLD BUSINESS

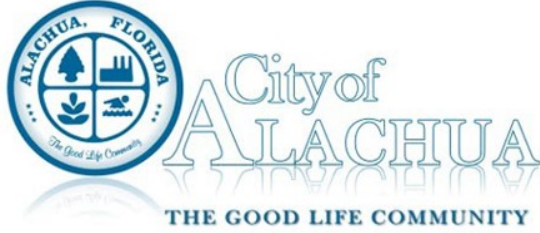
II. NEW BUSINESS

- A) APPROVAL OF THE FEBRUARY 3, 2025, ETF MEETING MINUTES
- B) APPROVAL OF THE MARCH 3, 2025, ETF WORKSHOP MEETING MINUTES
- C) APPROVAL OF THE APRIL 14, 2025, ETF MEETING MINUTES
- D) ETF 2025 STRATEGIC PLAN

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN



Commission Agenda Item

MEETING DATE: June 17, 2025

SUBJECT: Approval of the February 3, 2025, ETF Meeting Minutes

PREPARED BY: Diane Amendola, Assistant Deputy City Clerk

RECOMMENDED ACTION:

Approve the February 3, 2025, Education Task Force Meeting Minutes.

Summary

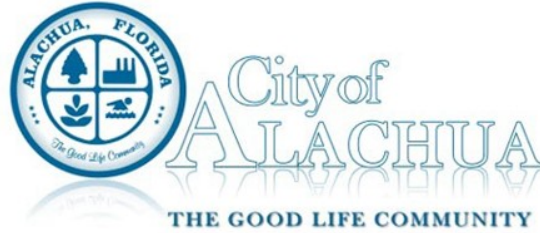
Move to Approve the February 3, 2025, Education Task Force Meeting Minutes.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. 25.02.03.M.ETF



Regular Education Task Force Meeting Minutes
February 3, 2025 at 5:00 PM

Chair Jeffrey Means
Vice Chair Travis White
Member Lynn Hayes
Member Tanya Floyd
Member Dietra H. Sherman

City Manager Mike DaRoza

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Education Task Force Meeting

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CALL TO ORDER

Led by Chair Jeffrey Means with Member Lynn Hayes and Member Dietra Sherman absent.

APPROVAL OF THE AGENDA

Vice Chair Travis White moved to approve the agenda; seconded by Member Tanya Floyd.

Passed by unanimous consent.

I. OLD BUSINESS

II. NEW BUSINESS

A) APPROVE MEETING MINUTES

Vice Chair White moved to approve the December 2, 2024 Education Task Force Meeting Minutes; seconded by Member Floyd.

Passed by 3-0 roll call.

B) APPROVAL OF THE 2025 EDUCATION TASK FORCE CALENDAR

Vice Chair White moved to approve the 2025 Education Task Force Calendar as proposed and set the regular meeting time for the 2025 calendar year at 5:00 p.m; seconded by Member Floyd.

Passed by 3-0 roll call.

C) CONFIRM DATE FOR 2025 STRATEGIC PLAN WORKSHOP

Member Floyd moved to set the date for the 2025 Education Task Force Strategic Plan Workshop as March 3, 2025, at 6 p.m.; seconded by Vice Chair White.

Passed by unanimous consent.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN

Member Floyd moved to adjourn; seconded by Vice Chair White.

Passed by unanimous consent.

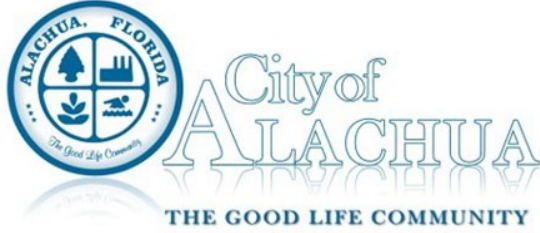
The meeting adjourned at 5:20 p.m.

ATTEST:

CITY COMMISSION OF THE CITY OF
ALACHUA, FLORIDA:

Presiding Officer

Staff Liaison



Commission Agenda Item

MEETING DATE: June 17, 2025

SUBJECT: Approval of the March 3, 2025, ETF Workshop Meeting Minutes

PREPARED BY: Diane Amendola, Assistant Deputy City Clerk

RECOMMENDED ACTION:

Approve the March 3, 2025, Education Task Force Workshop Meeting minutes.

Summary

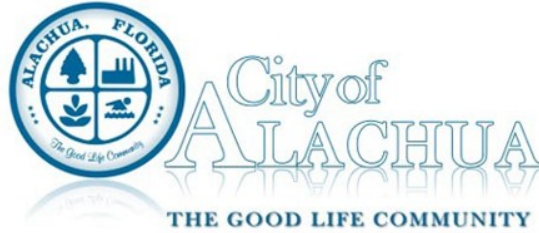
Move to Approve the March 3, 2025, Education Task Force Workshop Meeting minutes.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. 25.03.03.M.ETF.WS



Regular Education Task Force Meeting Minutes
March 3, 2025 at 6:00 PM

Chair Jeffrey Means
Vice Chair Travis White
Member Lynn Hayes
Member Tanya Floyd
Member Dietra H. Sherman

City Manager Mike DaRoza

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Education Task Force Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

Led by Chair Jeffrey Means.

APPROVAL OF THE AGENDA

Vice Chair Travis White moved to approve the agenda; seconded by Member Tanya Floyd.

Passed by unanimous consent.

- I. OLD BUSINESS**
- II. NEW BUSINESS**
 - A) WELCOME AND INTRODUCTION**

Staff Liaison David Wisener introduced the item and provided the staff report.

B) GROUP MIND STREAM AND CAROUSEL BRAINSTORMING SESSION

Staff Liaison Wisener introduced the item and provided the staff report.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

ADJOURN

Member Floyd moved to adjourn; seconded by Member Hayes.

Passed by unanimous consent.

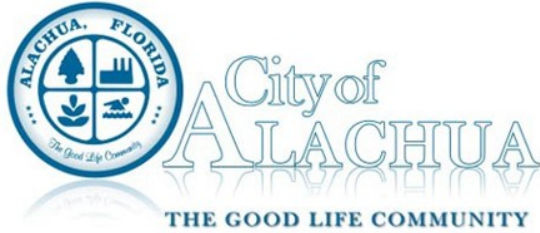
Meeting adjourned at 7:17 pm.

ATTEST:

**CITY COMMISSION OF THE CITY OF
ALACHUA, FLORIDIA:**

Presiding Officer

Staff Liaison



Commission Agenda Item

MEETING DATE: June 17, 2025

SUBJECT: Approval of the April 14, 2025, ETF Meeting Minutes

PREPARED BY: Diane Amendola, Assistant Deputy City Clerk

RECOMMENDED ACTION:

Approve the April 14, 2025, Education Task Force Meeting minutes.

Summary

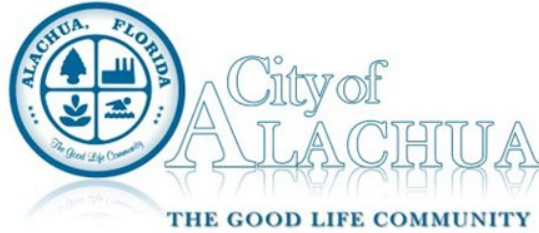
Move to Approve the April 14, 2025, Education Task Force Meeting minutes.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

1. 25.04.14.M.ETF



Regular Education Task Force Meeting Minutes
April 14, 2025 at 5:00 PM

Chair Jeffrey Means
Vice Chair Travis White
Member Lynn Hayes
Member Tanya Floyd
Member Dietra H. Sherman

City Manager Mike DaRoza

Meeting Location: James A. Lewis City Commission Chambers
15100 NW 142 Terrace
Alachua, FL 32615

Education Task Force Meeting

Notice given pursuant to Section 286.0105, Florida Statutes. In order to appeal any decision made at this meeting, you will need a verbatim record of the proceedings. It will be your responsibility to ensure such a record is made.

CALL TO ORDER

Led by Vice Chair Travis White with Member Lynn Hayes and Chair Jeffrey Means absent.

APPROVAL OF THE AGENDA

Member Dietra Sherman moved to approve the agenda; seconded by Member Tanya Floyd.

Passed by 3-0 roll call.

I. OLD BUSINESS

II. NEW BUSINESS

A) ESTABLISHMENT OF STRATEGIC PLAN DISCUSSION

Staff liaison David Wisener introduced the item and provided the staff report.

B) JUNE ETF MEETING DATE DISCUSSION

Staff liaison Wisener introduced the item.

Member Floyd moved to reschedule the June Educational Task Force meeting date from June 2, 2025, to June 15, 2025, at 5:00 PM; seconded by Member Sherman.

Passed by a 3-0 vote.

III. BOARD COMMENTS/DISCUSSION

IV. CITIZENS COMMENTS

James Curington

ADJOURN

Member Sherman moved to adjourn; seconded by Member Floyd.

Passed by unanimous consent.

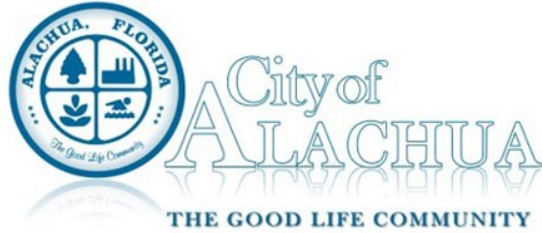
The meeting adjourned at 5:24 PM.

ATTEST:

**CITY COMMISSION OF THE CITY OF
ALACHUA, FLORIDIA:**

Presiding Officer

Staff Liaison



Commission Agenda Item

MEETING DATE: June 17, 2025

SUBJECT: ETF 2025 Strategic Plan

PREPARED BY: David Wisener

RECOMMENDED ACTION:

Adopt the Strategic Plan.

Summary

This Strategic Plan is the second for the Education Task Force and represents six initiatives that were chosen and ranked by priority (1 being the highest) at the April 14, 2025 regular meeting.

A change to this rendition of the Strategic Plan is the assignment of a champion for each initiative from the membership of the Education Task Force. The champion will work with the Staff Liaison to advance each strategic initiative.

The initiatives are as follows in order of priority:

1. Promote and advocate for home visitation programs for families of children aged 0 to 5.
2. Coordinate with the Children's Home Society and SBAC to establish a Community Partnership School at either Mebane or Alachua Elementary.
3. Coordinate with the Special Olympics to help some or all of our community schools become Unified Champion Schools.
4. Coordinate with local businesses to create opportunities to recognize children's achievements and successes.
5. Create an advertising / information sharing strategy to better promote available resources to parents, teachers, and students.
6. Identify sustainable funding sources from the private sector and / or State and Federal Government levels for subsidizing preschool programs for all children in economic need within the City.

FINANCIAL IMPACT

ADDITIONAL FINANCIAL INFORMATION

ATTACHMENTS

- 1. ETF Strategic Plan 2025 Book

City of Alachua

The Good Life Community



EDUCATION TASK FORCE STRATEGIC PLAN 2025

Pending Adoption

15100 NW 142nd Terrace
Alachua, FL 32615
(386) 418-6100
www.cityofalachua.com

MEMBERSHIP AND ADMINISTRATION

MEMBERSHIP

Jeffrey Means, Chair
Travis White, Vice Chair
Lynn Hayes, Member
Tanya Floyd, Member
Dietra Sherman, Member

ADMINISTRATION

Rodolfo Valladares, Interim City Manager
David Wisener, Staff Liaison

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EXECUTIVE SUMMARY

The Alachua City Commission determined the development of a strategy to improve the performance of schools within the City to be one of the highest-priority strategic initiatives within the 2023 Strategic Plan. Consequently, City Staff conducted research on peer cities across the United States that have become involved in improving education and found several that empowered special task forces to make recommendations to city governments on how best to proceed.

In response, the City of Alachua Education Task Force was created effective July 24, 2023 comprising of five (5) voting members and two (2) non-voting liaisons, one a member of the City Commission and one a member of City Staff, as appointed by the City Commission. The purpose of the Education Task Force is to recommend to the City Commission policies, procedures and suggestions for improving the quality of childhood education in the City, to include cooperation with all public, private and charter schools, and early childhood centers that offer preschool, daycare, or Head Start.

At the December 18, 2023 regular meeting of the Education Task Force, it was determined to hold a workshop to establish a Strategic Plan to guide the Task Force's efforts. A subsequent, publicly-announced workshop was held on January 29, 2024 in which the Task Force and public in attendance selected six strategic initiatives that comprised the initial 2024 Education Task Force Strategic Plan.

The six selected initiatives presented in this Strategic Plan in order of priority (1 being the highest) were selected and ranked during the April 14, 2025 regular meeting. Staff weighted each selection with a numeric score then added the points together to come up with a total score to determine the priority of the initiatives.

IMPLEMENTATION OF STRATEGIC PLAN

The Staff Liaison further defined each Strategic Initiative as follows:

- State desired outcome;
- Provide summary background;
- Develop an action plan to accomplish the initiative;
- Assign a champion from the Education Task Force;
- Provide the estimated completion date for each action item; and
- Create Critical Success Metrics to support progress report.

The Staff Liaison will present the Strategic Plan at an Education Task Force meeting and request review and adoption annually by a majority vote of the Education Task Force.

It is envisioned that the Education Task Force Strategic Plan will be a living document, subject to adjustments and revisions as deemed necessary by the Task Force and the Staff Liaison. The Task Force, by a majority vote, shall be able to add or remove initiatives in the Plan during the annual adoption process or more often if deemed necessary. The Staff Liaison shall have the authority to revise the activities necessary to carry out the initiatives as these may change from time to time and are administrative in nature. Such changes by the Staff Liaison shall be incorporated in the subsequent annual adoption process.

The Staff Liaison will monitor progress and provide regular updates of the Strategic Initiatives. These updates will be in the form of a progress report and will be produced biannually unless set otherwise by a majority vote of the Education Task Force. In addition, the Staff Liaison reserves the right to bring up specific Strategic Initiatives to the Task Force if discussion is warranted.

Particular attention will be afforded to the metrics defined to support initiative progress. Some will be easily quantifiable. Other initiatives do not lend themselves to be easily measured, and the Staff will provide specific events and milestones that can be presented to the Education Task Force.

The ultimate goal of a Strategic Plan is to develop and implement specific action plans so that the community's growing needs and future vision are met in an efficient and equitable way.

STRATEGIC INITIATIVE 1

Promote and advocate for home visitation programs for families of children aged 0 to 5

Desired Outcome: Increase parent awareness of home visitation programs offered through the School Board of Alachua County (SBAC) and Healthy Start of North Central Florida Coalition.

Completion Date: Ongoing

Champion: Tanya Floyd

Background: City Staff met with Dr. Herman Knopf, senior research scientist for the University of Florida Anita Zucker Center for Excellence in Early Childhood Studies, on September 12, 2023. Dr. Knopf stated his opinion that home visitation programs such as Home Instruction for Parents of Preschool Youngsters (HIPPY) offered by SBAC and Parents as Teachers offered by Healthy Start of North Central Florida Coalition are quite effective in improving children’s learning development. As part of last year’s Strategic Plan, Staff met with HIPPY and learned that, at that time, the program covered 60 families within the County, none of which were within the City – to expand to the City, another full-time home visitor would be needed, with a salary of approximately \$37,000. Staff also met with Parents as Teachers, and it began tracking data for home visiting enrollment within the City and also partnered with NewboRN to introduce Parents as Teachers programs to families they serve in the City.

Action Plan for 2025:

Action Steps		Estimated Completion Date
1.	Connect with SBAC HIPPY Coordinator Stacey Hill to coordinate giving a presentation to the City Commission.	July 2025
2.	Schedule HIPPY presentation with City Commission.	August 2025
3.	Connect with Parents as Teachers to coordinate promotion.	August 2025
4.	Contact Alachua Count Children’s Trust, Partnership for Strong Families, and Parents as Teachers to inquire about coordinating a community event.	September 2025
5.	Schedule a community event.	May 2026

Critical Success Measures:

- Increase enrollment of City of Alachua-based families in home visitation programs.

STRATEGIC INITIATIVE 2

Coordinate with the Children’s Home Society and SBAC to establish a Community Partnership School at either Mebane or Alachua Elementary

Desired Outcome: Either Mebane Middle or Alachua Elementary School becomes a Children’s Home Society (CHS) Community Partnership School.

Completion Date: 2027 School Year

Champion: David Wisener

Background: In 2023, new Mebane Middle School Principle Michael Gamble introduced City Staff to the CHS Community Partnership School Program, something he was involved with during his time as principle at Howard Bishop Middle School in Gainesville. The program connects a local school with resources to help underprivileged students, and starting a program is a prolonged process requiring regular funding and extensive coordination. Staff met with CHS representatives in 2024 to discuss the possibility of establishing either Mebane or Alachua Elementary as a Community Partnership School, and there was mutual interest expressed in the possibility.

Action Plan for 2025:

Action Steps		Estimated Completion Date
1.	Reconnect with CHS representatives to reengage and check on the status of its continued interest in creating a Community Partnership School at either Mebane or Alachua Elementary.	August 2025
2.	Determine what next action steps would be needed to continue advocating for either Mebane or Alachua Elementary.	October 2025
3.	Follow the ensuing action steps.	Ongoing

Critical Success Measures:

- Either Mebane Middle or Alachua Elementary School becomes a Children’s Home Society (CHS) Community Partnership School.

STRATEGIC INITIATIVE 3

Coordinate with the Special Olympics to help some or all of our community schools become Unified Champion Schools

Desired Outcome: One or more community schools becomes a Unified Champion School.

Completion Date: 2027 School Year

Champion: Travis White

Background: The Special Olympics Florida has a prior relationship with the City, having hosted its games at Legacy Park and made special presentations at previous City Commission meetings. During one such presentation, the Unified Champion Schools Program was explained, which is a program that “promotes social inclusion by bringing together young people with and without ID [intellectual disabilities] on sports teams...through inclusive student clubs, together in school or community-wide initiatives, and by fostering youth leadership” (Special Olympics Florida website).

Action Plan for 2025:

Action Steps		Estimated Completion Date
1.	Reconnect with Special Olympics representatives and determine what steps local schools would need to begin to take.	August 2025
2.	Coordinate introductions between Special Olympics and local schools.	October 2025
3.	Assist and guide local schools as needed toward becoming Unified Champion Schools.	November 2025

Critical Success Measures:

- At least one local school becomes a Unified Champion School.

STRATEGIC INITIATIVE 4

Coordinate with local businesses to create opportunities to recognize children’s achievements and successes

Desired Outcome: Activate some local businesses to create programs that recognize children’s achievements and successes in school.

Completion Date: August 2026

Champion: Lynn Hayes

Background: Several members of the Education Task Force recalled either when they were children or while they were raising their children that some local businesses had programs in place that would provide children with rewards for academic achievements (such as Pizza Hut’s recognition of student achievements during the Million Minutes of Reading campaign). This is a small but nice way to reward and encourage children to work toward academic goals, and it also has the benefit of bringing additional business to local businesses through participating children and their families.

Action Plan for 2025:

Action Steps		Estimated Completion Date
1.	Create a list of local businesses to contact and encourage participation.	September 2025
2.	Contact local businesses and coordinate a timeline for responses from interested businesses.	October 2025
3.	Facilitate local businesses in activating their programs.	December 2025 and ongoing

Critical Success Measures:

- At least five local businesses create some form of a program that recognizes children’s achievements and successes.

STRATEGIC INITIATIVE 5

Create an advertising / information sharing strategy to better promote available resources to parents, teachers, and students

Desired Outcome: Advertising and information sharing of available resources for parents, teachers, and students increases.

Completion Date: Ongoing

Champion: Jeff Means

Background: The Education Task Force has recognized that there are several wonderful organizations and resources that are available to assist parents, teachers, and students, but one of the main issues is that people are not aware that these resources exist. As part of the 2024 Strategic Plan, Staff created a centralized website that highlighted a variety of these resources in an effort to make this information easier for people to find. Yet, additional communication efforts are needed, even to better promote the existence of this centralized website.

Action Plan for 2025:

Action Steps		Estimated Completion Date
1.	Brainstorm ideas for how to better advertise or otherwise share information with the community.	September 2025
2.	Select at least three methods to participate in to improve communication.	October 2025
3.	Activate the three selected methods.	April 2026

Critical Success Measures:

- At least three new or expanded means of communication are undertaken.

STRATEGIC INITIATIVE 6

Identify sustainable funding sources from the private sector and/or State and Federal Government levels for subsidizing preschool programs for all children in economic need within the City

Desired Outcome: Funding sources are identified that would adequately cover expenses for providing preschool / VPK services for all children in economic need within the City.

Completion Date: August 2027

Champion: Dietra Sherman

Background: As part of City Staff’s research of peer communities prior to the establishment of the Education Task Force, a particular instance was discovered in which a city (West Sacramento, California – population 48,000) was able to successfully find ways to fund universal preschool for all children aged 0 to 5 within its limits. Because of the importance linked to this age group as being heavily influential and determinative of later academic success, it was noted at the time that an ideal scenario would be facilitating a similar program within the City of Alachua.

Action Plan for 2025:

Action Steps		Estimated Completion Date
1.	Establish contact with appropriate staff from West Sacramento, California to learn more about how its program operates.	October 2025
2.	Determine what information and data points will be needed (i.e., number of children in the City, number of available preschool / VPK seats, etc.).	October 2025
3.	Successfully acquire needed data.	February 2026
4.	Brainstorm funding sources and begin process of applying for any grants and/or connecting with potential sponsors.	August 2026

Critical Success Measures:

- Find sufficient funding sources to provide preschool for all children in economic need within the City.