

# CITY OF WESTLAKE



## AGENDA

### **Education Advisory Board Meeting**

Thursday, April 10, 2025, at 6:00 PM

City Hall Offices  
4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470

Live Broadcasting:

<https://cityofwestlake.my.webex.com>

Meeting ID: 2864 962 3347 | Password: hello

or

United States Toll: 650-479-3208

[TENTATIVE: SUBJECT TO REVISION]

**CALL TO ORDER**

**ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA**

**APPROVAL OF MINUTES**

- [A.](#) Minutes\_Education Advisory Board Meeting - 1.16.2025

**UNFINISHED BUSINESS**

- A. Review of EAB Position Description
- B. School Board Meetings /PTA meetings
- C. Discussion of the April 1st Westlake Council Meeting Re: Strategic Plan Report by Board Chair Kaplan
- D. Updates of Restaurant Assignments and related Letter and Flyer

**NEW BUSINESS**

- A. EAB Chairman and Vice Chairman selection - April 2025-April 2026
- B. Potential Trade Showcase
- C. Business Cards/ EAB as Volunteers

**BOARD MEMBER COMMENTS/REPORTS/UPDATES**

**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.*

**ADJOURNMENT**

# CITY OF WESTLAKE



## MINUTES

**Education Advisory Board Meeting**  
Thursday, January 16, 2025 at 6:00 PM

Westlake City Hall  
4001 Seminole Pratt Whitney Rd.  
Westlake, Florida 33470

### **Board Members:**

Anita Kaplan, Chair  
Lisa Barron, Vice Chair  
Colleen Forlizzi, Board Member  
Krystal Lexima, Board Member  
Keith Miller, Board Member

### **City Staff:**

Greg Langowski, Councilmember Liaison  
Zoie P. Burgess, CMC, City Clerk  
Jennifer N. Hankins, Deputy City Clerk  
Donald J. Doody, Esq., City Attorney

A meeting of the Education Advisory Board of the City of Westlake was held on Thursday, January 16, 2025, at 6:00 PM., at Westlake City Hall, 4001 Seminole Pratt Whitney Road. Members of the public also live streamed the meeting through electronic means and accessed as follows:

1. Webex Meeting: <https://cityofwestlake.my.webex.com/>

Meeting ID: 2868 356 8856  
Password: hello

2. By Phone:

United States Toll: +1-650-479-3208  
Meeting ID: 2868 356 8856

### **CALL TO ORDER**

Chair Anita Kaplan called the Westlake Education Advisory Board meeting of Thursday, January 16, 2025, to order at 6:00 PM.

### **ROLL CALL**

Present and constituting a quorum:

Board Member Colleen Forlizzi  
Board Chair Anita Kaplan  
Board Member Krystal Lexima

Present Online:  
Vice Mayor Greg Langowski

Also present:  
Jennifer Hankins, Deputy City Clerk

Absent:  
Board Vice Chair Lisa Barron  
Board Member Keith Miller

### **PLEDGE OF ALLEGIANCE**

Board Chair Kaplan led the pledge of allegiance.

### **APPROVAL OF AGENDA**

Chair Kaplan called for a motion to approve the agenda.

Motion by Board Member Colleen to approve the agenda for January 16, 2025, seconded by Board Member Lexima.

**UPON ROLL CALL:**

Board Member Lexima	YES
Board Member Forlizzi	YES
Board Member Kaplan	YES

With all in favor, motion carried without dissent (3-0).

**APPROVAL OF MINUTES**

A. Minutes\_Education Advisory Board Meeting - 10.24.2024

Chair Kaplan identified the approval of minutes and called for a motion to approve.

Motion by Board Member Forlizzi to approve the minutes of October 24, 2024, seconded by Board Member Lexima.

**UPON ROLL CALL:**

Board Member Forlizzi	YES
Board Member Lexima	YES
Board Chair Member Kaplan	YES

With all in favor, motion carried without dissent (3-0).

**UNFINISHED BUSINESS**

A. Board Member Comments/Reports/Updates

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail.

B. Board Members Assigned School- report on a School Activity and/or Need

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail.

Board Member Forlizzi stated when speaking with the Principal of Golden Grove Elementary, the Principal stated she needed help with the holiday gift shop for the kids. Board Member Forlizzi stated she chose to use her Women's Club to assist over the two-week timeframe because it was quicker than bringing the information to the board and waiting for approval from Council. The deadline and the need for assistance would have passed.

Board Member Forlizzi stated she needed help with vocabulary, the parade, and crafting with the children.

B. Trade Programs, Gifted Programs and Exceptional Student Education (ESE) Programs

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail.

C. Strategic Plan Final Review for Council Approval with Action Priorities

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail.

E. Potential Culver's Fundraising Program for Schools

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail. The Board discussed visiting Westlake businesses for fundraising for the schools.

Board Member Lexima suggested creating a letter for fundraising. The Board agreed to the letter and continued discussing fundraising options.

Board Member Lexima created a sample letter and flyer to present to Council. The Board appointed members to the Restaurants in Westlake to hand out the letter if approved by Council. The Board approved the information to be emailed to Vice Mayor for review and then presented to Council.

F. Interaction with Palm Beach County School Board Meetings

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail. Chair Kaplan suggested she would go to the School Board meetings.

**NEW BUSINESS**

No New Business discussed.

**BOARD MEMBER COMMENTS/REPORTS/UPDATES**

**PUBLIC COMMENTS**

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Chair Kaplan called for public comments.

No public comments.

**ADJOURNMENT**

There being no further business, Chair Kaplan adjourned the meeting at 7:21 PM

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Jennifer Hankins, Deputy City Clerk

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Anita Kaplan, Board Chair

# CITY OF WESTLAKE



## MINUTES

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Anita Kaplan, Chair  
Lisa Barron, Vice Chair  
Colleen Forlizzi, Board Member  
Krystal Lexima, Board Member  
Keith Miller, Board Member

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### **CALL TO ORDER**

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### **ROLL CALL**

Present and constituting a quorum:

Board Member Colleen Forlizzi  
Board Chair Anita Kaplan  
Board Member Krystal Lexima

Also present:  
Jennifer Hankins, Deputy City Clerk

Absent:  
Board Vice Chair Lisa Barron  
Board Member Keith Miller

### **PLEDGE OF ALLEGIANCE**

Board Chair Kaplan led the pledge of allegiance.

### **APPROVAL OF AGENDA**

Chair Kaplan called for a motion to approve the agenda.

Motion by Board Member Colleen to approve the agenda for January 16, 2025, seconded by Board Member Lexima.



**UPON ROLL CALL:**

Board Member Lexima	YES
Board Member Forlizzi	YES
Board Member Kaplan	YES

With all in favor, motion carried without dissent (3-0).

**APPROVAL OF MINUTES**

A. Minutes\_Education Advisory Board Meeting - 10.24.2024

Chair Kaplan identified the approval of minutes and called for a motion to approve.

Motion by Board Member Forlizzi to approve the minutes of October 24, 2024, seconded by Board Member Lexima.

**UPON ROLL CALL:**

Board Member Forlizzi	YES
Board Member Lexima	YES
Board Chair Member Kaplan	YES

With all in favor, motion carried without dissent (3-0).

**UNFINISHED BUSINESS**

A. Board Member Comments/Reports/Updates

Board discussion on School needs and upcoming activities and how the board may assist.

B. Board Members Assigned School- report on a School Activity and/or Need

Board updates regarding Seminole Ridge High School, Golden Grove Elementary and their school's needs

Further Board discussion on School needs and upcoming activities and how the board may assist.

Board discussion regarding business that they may reach out to regarding a possible partnership with schools.

C. Trade Programs, Gifted Programs and Exceptional Student Education (ESE) Programs

Board discussion of various school programs and activities.

D. Strategic Plan Final Review for Council Approval with Action Priorities

Chair Kaplan introduced the item. Chair Kaplan and the Board discussed the item in detail.

E. Potential Culver's Fundraising Program for Schools

Board Member Lexima created a sample letter and flyer to present to Council. The Board appointed members to the Restaurants in Westlake to hand out the letter if approved by Council. The Board

approved the information to be emailed to Vice Mayor Langowski for review and then presented to Council.

F. Interaction with Palm Beach County School Board Meetings

Board discussion on attending School Board Meetings. Chair Kaplan suggested she would go to the School Board meetings.

**NEW BUSINESS**

No New Business discussed.

**BOARD MEMBER COMMENTS/REPORTS/UPDATES**

**PUBLIC COMMENTS**

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Chair Kaplan called for public comments.

No public comments.

**ADJOURNMENT**

There being no further business, Chair Kaplan adjourned the meeting at 7:21 PM

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Zoie Burgess, CMC City Clerk

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Anita Kaplan, Board Chair