

**MINUTES**  
**Approved Wednesday, July 18, 2018**  
**Florida Atlantic University Schools' School Advisory Body**  
**College of Education, Florida Atlantic University**

- I. **Call to Order/Sign-In/Flag Salute/Approval of Agenda** Ms. Lyndsay Tolerton, Vice-Chair  
Call to order made by Ms. Lyndsay Tolerton, 5:35 pm. Attending members signed in and the Salute to the Flag followed.

**Draft Agenda Approval**

**Motion** – A motion was made by Ms. Iris Bernstein to approve the Draft Agenda

**Second** – Seconded by Mrs. Sherry Bees

**Unanimous Approval**

- II. **Welcome** Ms. Lyndsay Tolerton, Vice-Chair  
Ms. Lyndsay Tolerton, Vice-Chair welcomed the SAB Members.

**Members who were present:**

Ms. Iris Bernstein - Education Support Employee Representative

Dr. Stephen Locke, FAU Faculty Representative

Ms. Lyndsay Tolerton – At-Large Faculty Representative

Mr. Mark Noll – FAU Appointed Community Representative

Mrs. Sherry Bees, Principal/Director

Dr. Hope Brawer Blum – At-Large Parent Representative

Dr. Deborah Shepherd – College of Education, Dean's Office Representative

Ms. Samantha Bongay - FAU High School Student Representative

Dr. Joel Herbst, Assistant Dean, PK-12 School

**Members who were not present:**

***Excused:***

Mrs. Cara Pavek– Elementary School Faculty Representative

Mr. John Husband – High School Parent Representative

Ms. Diana Ballou – Elementary School Parent Representative

***Not Excused:***

Dr. Michael J. Boyle, At-Large Parent Representative

**Others present:**

Dr. Gina Eyerman, Associate Director

Dr. Ellen Chance, FAU High School Counselor

Ms. Cornelia Hoff, MS Assistant Principal

Ms. Christine Rick, HS Assistant Principal

Ms. Gracie Diaz, Associate Director

**Others present continued:**

Ms. Agnes Timar, PTO Liaison  
Pamela Rodriguez – Parent  
Alex Sandia - Parent  
Dr. Robert Zoeller, FAU Professor

- III. **Introductions** Ms. Lyndsay Tolerton, Vice-Chair  
Mrs. Sherry Bees introduced Mrs. Christine Rick the new FAU High School Assistant Principal.  
Mrs. Bees asked the SAB members to introduce themselves.

- IV. **Approval of Minutes** Ms. Lyndsay Tolerton, Vice-Chair  
**Approval of May 16, 2018 Monthly SAB Meeting Minutes:**

**Motion** – A motion was made by Dr. Stephen Locke to approve the May 16, 2018 with the following corrections: 1) Update the members who were present and absent on page one. 2) Correct spelling for Mr. Mark Noll and Brea Gibbons on page two. 3) Complete the Recognitions and Awards number (6) on page two.

**Second** – Seconded by Dr. Hope Brawer Blum

**Unanimous Approval**

- V. **Principal/Director’s Report and Recognitions and Awards** Mrs. Sherry Bees, Principal/Director

Mrs. Sherry Bees announced the following during her reports:

**Recognitions and Awards**

1. The Middle School SECME team competed in an “invitation only” Engineering Design competition at Embry Riddle University National Championship.

**Principal’s Report**

1. In analyzing the parent climate surveys administered at the end of 2017-2018, parents asked for improved accessibility to administration and improved communication. Several new initiatives will be implemented to support their requests, including improved structure for communication and quarterly Parent Coffee Chats with Mrs. Bees. The first Coffee Chat is scheduled for September 12, 2018. Additionally, in an effort to streamline communication with administration and provide improved support and responsiveness, the assistant principals will be the first point of contact.
2. Mrs. Bees announced the new staff and current staff new roles.
3. The following camps have been thriving and are hosted by FAUS every summer: HEP Camp, ROTC, and Tech Garage STEM Camp.
4. Four faculty members were invited to present as ISTE 2018-the International Society for Technology in Education conference in Chicago. The faculty have a following and their sessions are extremely well-attended.
5. Approximately 65 in-coming 9<sup>th</sup> grade students attended the H2O to Go at the FAU Jupiter Campus.

6. This year ADHUS celebrates its 50<sup>th</sup> anniversary.

### PTO

Ms. Agnes Timar reported the following as the PTO Liaison:

1. The PTO Board had their first meeting this morning, July 18, 2018 and worked on creating the 2018-2019 PTO Calendar of events.
2. PTO will be available and selling school items during the incoming student orientation on August 7<sup>th</sup> and 8<sup>th</sup>.

## **VI. Action Items**

Ms. Lyndsay Tolerton, Vice-Chair

### **A. Mental Health Assistance Allocation Plan Approval.**

Dr. Ellen Chance, FAU High School counselor, provided a presentation of the mental health plan and explained how the new Mental Health Assistance Allocation funding will be used to support our K-12 students. After discussion a motion was made to approve the Mental Health Assistance Allocation Plan and Funding.

**Motion** – A motion was made by Ms. Iris Bernstein to approve Mental Health Assistance Allocation Plan and Funding Expenditure

**Second** – Seconded by Ms. Lyndsay Tolerton

**Unanimous Approval**

### **B. 2018-2019 School Calendar Revision**

Ms. Cornelia Hoff explained the following updates to the 2018-2019 School Calendar. 1) Add October 26, 2018 as an early release day with no aftercare provided due to an early evening FAU football game. 2) The Boca Bowl is scheduled for December 18, 2018 not December 19, 2018. 3) May 30, 2019 should read as a half day not a full day.

**Motion** – A motion was made by Ms. Samantha Bongay to approve the 2018-2019 School Calendar Revisions

**Second** – Seconded by Dr. Stephen Locke

**Unanimous Approval**

## **I. Discussion Items**

Ms. Lyndsay Tolerton, Vice-Chair

### **A. SAB By-laws Revision Update**

Dr. Joel Herbst informed the SAB that the requested SAB By-laws amendment to extend the term of each elected member from one (1) year to two (2) consecutive years has been approved. Dr. Herbst is working on the SAB By-laws revision and developing the two year calendar and will bring the revisions for SAB's consideration at the next meeting.

### **B. Budget Overview**

### **C. Activity Fee Review**

Dr. Gina Eyeran provided a detailed summary of the final FY17-18 Budget calculation and the FY18-19 projected budget with the two year budget comparison. Dr. Eyeran also provided detailed information of the 2016-2017 and 2017-2018 Activity Fee expenditures. The budget and activity fee summaries will be posted on the ADHUS/FAUHS website for the public.

- VII. **Agenda Change Requested (Public Comments):** Dr. Joel Herbst asked the SAB Vice-Chair and the SAB members to alter the Agenda items and move to the Public Comments to allow Dr. Robert Zoelle, FAU Professor to address the SAB. The SAB members were in agreement and the change was accepted.

On behalf of the FAU Faculty, Dr. Robert Zoeller requested that the SAB consider an amendment to the ADHUS Admission policy providing FAU Faculty admission preference for their children. Dr. Joel Herbst will review the policy and provide a proposal to review with Mrs. Sherry Bees and present a formal request to the SAB.

**Discussion Items continued**

- D. Annual Parent Survey Results Summary
- E. Title IV Expenditures Review and SAB Feedback
- F. Annual Evaluation of the School Improvement Plan (SIP) and SAB Feedback  
Ms. Cornelia Hoff provided the SAB with a summary of the Annual Parent Survey results, the Title IV Expenditures Review, and Annual Evaluation of the School Improvement Plan. Ms. Hoff asked the SAB member complete the Title IV Expenditures Feedback and the Annual Evaluation of the School Improvement Plan (SIP) Feedback forms and return them to Mrs. Iris Bernstein.
- G. School Safety Plan Update  
Ms. Cornelia Hoff and Mrs. Christine Rick gave an extensive update to the SAB of the School Safety Plan. Additional security measures are being implemented for safer student pick-up in carline and all students in kindergarten through 8<sup>th</sup> grade will be issued a student ID card in order to identify our students.

VIII. **Old Business**

NONE

IX. **Public Comment**

Ms. Lyndsay Tolerton, Vice-Chair

Public Comment was moved. See comments in Section VII.

X. **Announcements and Comments**

Ms. Lyndsay Tolerton, Vice-Chair

NONE

XI. **Adjournment**

Ms. Lyndsay Tolerton, Vice-Chair

**Motion** – Motion was made by Dr. Stephen Locke to adjourn the meeting at 6:40 pm

**Second** – Seconded by Dr. Hope Brawer Blum

**Unanimous Approval**