

# MINUTES

Wednesday, September 14, 2011

Florida Atlantic University Schools' School Advisory Body  
A.D. Henderson University School Media Center  
College of Education, Florida Atlantic University

- I. **Call to Order/Sign-In/Flag Salute/Approval of Agenda** Ms. Daphna Smolka, Acting Chair  
Call to order made by Ms. Daphna Smolka, Acting Chair, at 5:30pm. Attending members signed in and the Salute to the Flag followed.

**Motion** – Motion was made by Mr. Troy McLellan to approve the Draft Agenda  
**Second** – Seconded by Dr. Tammy Ferguson  
**Unanimous Approval**

- II. **Welcome** Ms. Daphna Smolka, Acting Chair  
Ms. Smolka welcomed the members of the 2011-2012 School Advisory Body.

Members who were present:

Ms. Robin Barkes – Elementary School Faculty Representative  
Ms. Sharon Chapnick – High School Parent Representative  
Ms. Kaye Dickens – Middle School Parent Representative  
Mr. Keith Feit – At-Large Faculty Representative  
Dr. Tammy Ferguson – Principal/Director  
Dr. Stephen Locke – FAU Faculty Representative  
Mr. Troy McLellan – Elementary School Parent Representative  
Mr. David Santiago – FAU High School Representative  
Mr. Brian Schum – Secondary Faculty Representative  
Dr. Deborah Shepherd – College of Education, Dean's Office Representative  
Ms. Daphna Smolka – At-Large Parent Representative

Others Present:

Mr. Glenn Thomas – Assistant Dean, Pk-12 School and Educational Programs  
Ms. Allyn Margolies - Recording Secretary  
Dr. Rudy Collum – Assistant Principal, A. D. Henderson  
Mr. Hafiz Shekh – FAU High School SGA Vice President  
Mr. Marc Hopin – Parent

Members who were absent:

Mr. Elliott Bernstein – At-Large Parent Representative (Excused)  
Ms. Emma del Real – Business/Community Citizen (Excused)

- III. **Introductions** Ms. Daphna Smolka, Acting Chair  
Ms. Smolka had all members introduce themselves individually as newly seated members of the 2011-2012 School Advisory Body.

**IV. Approval of Minutes**

Ms. Daphna Smolka, Acting Chair

**Approval of August 10, 2011 Monthly SAB Meeting Minutes:**

**Motion** – Motion was made by Dr. Stephen Locke to approve the August 10, 2011 Amended FAUS' School Advisory Body Meeting Minutes.

**Second** – Seconded by Mr. Troy McLellan

**Unanimous Approval**

**Approval of July 27, 2011 FAUS' SAB Committees Meeting Minutes:**

Mr. Glenn Thomas gave a brief explanation of certain items on the July 27, 2011 Committees Meeting Minutes for the benefit of the new members.

**Motion** – Motion made by Mr. Troy McLellan to approve the July 27, 2011 FAUS' SAB Committees Meeting Minutes

**Second** – Seconded by Mr. Brian Schum

**Unanimous Approval**

**V. Recognitions and Awards**

Dr. Tammy Ferguson, Principal/Director

A. Dr. Ferguson had Mr. Troy McLellan, SAB member and President & CEO of the Greater Boca Raton Chamber of Commerce, explain the Golden Bell Education Foundation to the other members. This organization recognized two of our 4<sup>th</sup> Grade Students, Ms. Zoie Hayes and Ms. Hannah Rothstein for their project – ***Reading to Discover – Their 3<sup>rd</sup> Grade American Adventure***. Ms. Hayes and Ms. Rothstein came to the meeting a short time later and read their acceptance speech to the SAB members.

B. 2010-2011 FHSAA/Fred E. Rozelle Sportsmanship Award, presented to FAU High School: Class 1A State Honoree and Class 1A Section 4 Honoree. Dr. Ferguson showed the plaque to the SAB and also stated that the school received a check for \$3,000 with this award.

**VI. Principal/Director's Report**

Dr. Tammy Ferguson, Principal/Director

A. **PTO**

1. The first 2011-2012 PTO meeting had the largest attendance of any ever held at the school.

2. The PTO has donated chairs and musical keyboards to the school.

3. Ms. Smolka stated that there are more teachers this year than any other who are members of the PTO.

B. Dr. Ferguson stated that the Middle School Open House (grades 6-8) will be held this Thursday, September 15<sup>th</sup>, and the PTO Family Fun Night for 1<sup>st</sup> Grade will be held on Friday, September 16<sup>th</sup>.

**VII. Action Items**

Ms. Daphna Smolka, Acting Chair

A. **Election of SAB Officers, 2011-2012**

All members (11 members present) placed their votes by submitting their choice on a written slip of paper. Votes were collected and counted by Mr. Glenn Thomas. Winners were announced at the end of each vote.

1. **CHAIR**
  - a. Nominees: Daphna Smolka, Elliot Bernstein, Brian Schum.
    - i. After the first vote, there was a tie between Ms. Smolka and Mr. Schum. A second vote was taken.
  - b. **Elected Chair for 2011-2012: Ms. Daphna Smolka.**
2. **VICE CHAIR**
  - a. Nominees: Elliot Bernstein, Brian Schum
  - b. **Elected Vice Chair for 2011-2012: Mr. Brian Schum**
3. **SECRETARY**
  - a. Nominees: David Santiago
    - i. No other members were nominated. Motion was made by Dr. Stephen Locke to close the nominations, seconded by Dr. Tammy Ferguson, unanimous approval by the remainder of SAB members.
  - b. **Elected Secretary for 2011-2012: Mr. David Santiago**
4. **TREASURER**
  - a. Nominees: Mr. Troy McLellan
    - i. No other members were nominated. Motion was made by Mr. Brian Schum to close the nominations, seconded by Ms. Robin Barkes, unanimous approval by the remainder of SAB members.
  - b. **Elected Treasurer for 2011-2012: Mr. Troy McLellan**

**B. Election of FAUS' SAB Committee Chairs**

1. **PERSONNEL COMMITTEE CHAIR**
  - a. Nominees: Keith Feit
    - i. No other members were nominated. Motion was made by Mr. David Santiago to close the nominations, seconded by Ms. Robin Barkes, unanimous approval by the remainder of SAB members.
  - b. **Elected Chair of the Personnel Committee for 2011-2012: Mr. Keith Feit**
2. **EDUCATION COMMITTEE CHAIR**

A paper vote was taken for this position.

  - a. Nominees: Ms. Robin Barkes, Ms. Sharon Chapnick
  - b. **Elected Chair of the Education Committee for 2011-2012: Ms. Robin Barkes**
3. **FINANCE COMMITTEE CHAIR**

Per the Florida Atlantic University Schools' School Advisory Body By-Laws, Article V Officers, D. Treasurer: "The Treasurer shall be responsible for reporting to the SAB the financial position of FAUS. The Treasurer shall chair the Finance Committee." Therefore, **Chair of the Finance Committee for 2011-2012: Mr. Troy McLellan.**

C. **Approval of FAUS' SAB 2011-2012 Meeting Calendar**

**Motion** – Motion was made by Mr. Keith Feit to move to Agenda Item VIII. *Discussion Items, A. Combining Monthly SAB Meeting and Committees Meeting into One*, prior to voting on the 2011-2012 Meeting Calendar.

**Second** – Seconded by Mr. Brian Schum

**Unanimous Approval**

VIII. **Discussion Items**

Ms. Daphna Smolka, Chair

A. Combining Monthly SAB Meeting and Committees Meeting Into One

1. Items that might come up during the Committees Meeting will be on the following month's agenda.
2. Suggested times for a combined meeting are: Committees Meeting, 5:00pm – 6:30pm; Monthly Meeting, 6:30pm – completion of Agenda.

**Motion** – Motion was made by Mr. Keith Feit to combine the FAUS' SAB Committees Meeting and Monthly Meeting into one, starting at 5:00pm for Committees and 6:30pm for Monthly meetings.

**Second** – Seconded by Dr. Deborah Shepherd.

**Unanimous Approval**

**RETURN TO ACTION ITEMS, VII.**

C. **Approval of FAUS' SAB 2011-2012 Meeting Calendar**

1. The Meeting Calendar was approved per the last motion.
2. The SAB members determined that the combined meeting will take place on the second Wednesday of every month.
3. Members were requested to keep open the fourth Wednesday of every month, which was the original date of the Committees Meeting, in the event that a committee might need more time to work on a particular item than is allocated at the meeting earlier in the month.
4. Committees Meetings will start at the following times:
  - a. Education Committee: 5:00pm
  - b. Personnel Committee: 5:30pm
  - c. Finance Committee: 6:00pm

D. **Approval of Activity Fee Budget Proposal 2011-2012 and**

E. **Approval of Supplements List 2011-2012**

1. Dr. Tammy Ferguson reviewed the three budget and supplements information sheets that were distributed to the SAB members.
2. The goal is to 'zero out' the Activity Fees every year. This will require a policy change, to be addressed by the Finance Committee.
3. Mr. David Santiago inquired about adding an 'Interact Club.' This particular club would be funded through the Foundation.
4. The positions of Lifeguard and School Nurse have been removed from the Activity Fees Budget and are now school overhead expenses.

**Motion** – Motion was made by Mr. Brian Schum to approve the Activity Fee Budget Proposal 2011-2012 and the Supplements List 2011-2012.

**Second** – Seconded by Mr. Keith Feit.

**Unanimous Approval**

- IX. Old Business** Ms. Daphna Smolka, Chair
- A. Mr. Glenn Thomas will send out to all SAB members a PowerPoint copy of the Florida Open Records Law. He will also arrange to have someone from the FAU Legal Department explain this law to members at an upcoming Monthly Meeting.
- X. Public Comment** Ms. Daphna Smolka, Chair
- None
- XI. Announcements and Comments** Ms. Daphna Smolka, Chair
- A. Ms. Smolka asked the school to address the matter of the pick-up/drop-off line, and the traffic congestion created during these times. Dr. Ferguson stated that she will address the matter with the FAU Facilities Department to see what can be done.
- B. Ms. Sharon Chapnick requested that parking spaces be allocated for grades 10-12, but was informed that there are no extra available parking spaces anywhere around the school. Mr. Thomas suggested some type of bicycle structure where surplus bikes could be chained and used by the FAU High School students to move between the FAU campus and A. D. Henderson School. Mr. Thomas will also check into the possibility of having a campus shuttle bus stop set up on Henderson's side of the road.
- C. Ms. Smolka asked if there was a list of all school committees and which parents served on them. Dr. Ferguson stated that she would have one prepared.
- XII. Adjournment** Ms. Daphna Smolka, Chair
- Motion** – Motion was made by Mr. Troy McLellan to adjourn the meeting at 7:06pm.
- Second** – Seconded by Mr. Keith Feit
- Unanimous Approval**