

# MINUTES

Wednesday, August 8, 2012

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** Mr. Brian Schum, Vice-Chair  
Call to order made by Mr. Brian Schum, Vice- Chair, at 6:03pm. 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 Mr. Keith Feit

**Unanimous Approval**

- II. **Welcome** Mr. Brian Schum, Vice-Chair  
Mr. Schum 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

Dr. Tammy Ferguson – Principal/Director

Dr. Stephen Locke – FAU Faculty Representative

Mr. Troy McLellan – Elementary School Parent Representative

Mr. Brian Schum – Secondary Faculty Representative

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

Mr. Elliott Bernstein – At-Large Parent Representative

Ms. Kaye Dickens – Middle School Parent Representative

Mr. Keith Feit – At-Large Faculty Representative

Members who were not present:

Ms. Emma del Real – Business/Community Citizen (Excused)

Ms. Daphna Smolka – At-Large Parent Representative (Excused)

Mr. David Santiago – FAU High School Representative – Graduated

Others present:

Dr. Joel Herbst –Assistant Dean, Pk-12 School and Educational Programs

Ms. Kristina Cornwell – Recording Secretary

Ms. Maggie Prince – TOSA (Teacher) and acting Recording Secretary

Ms. Valerie Thomas – Parent

- III. **Introductions** Mr. Brian Schum, Vice-Chair  
None
- IV. **Approval of Minutes** Mr. Brian Schum, Vice-Chair  
**Approval of June 13, 2012 FAUS' SAB Committees Meeting Minutes:**  
**Motion** – Motion was made by Troy McLellan to approve the June 13, 2012 FAUS SAB Committees Meeting Minutes.  
**Second** – Seconded by Keith Feit  
**Unanimous Approval**
- Approval of June 13, 2012 Monthly SAB Meeting Minutes:**  
**Motion** – Motion was made by Mr. Troy McLellan to approve the May 9, 2012 FAUS' School Advisory Body Meeting Minutes, with the following change: Page 2 Section 5A – Learning Science International  
**Second** – Seconded by Mr. Keith Feit  
**Unanimous Approval**
- V. **Recognitions and Awards** Dr. Tammy Ferguson, Principal/Director  
None
- VI. **Principal/Director's Report** Dr. Tammy Ferguson, Principal/Director  
A. **PTO**  
No Report  
B. **Principal/Director's Report**  
1. The cafeteria renovations were approved and are expected to be completed by August 15<sup>th</sup>, the day of the College of Education Dean's Welcome Back Faculty Reception. Completion of work on the High School Building and locker rooms is expected by August 20<sup>th</sup>.  
2. Preferred Meals is the approved vendor for the new cafeteria lunch program. They are a well-known vendor also used in Broward and Palm Beach County. Dr. Collum gave a brief overview of the vendor approval process. He also noted the vendor currently has a one year contract during which they will be evaluated for service and food quality.
- VII. **Action Items** Mr. Brian Schum, Vice-Chair  
  - Pupil Progression Plan, 2012-2013**Motion** – Motion was made by Mr. Keith Feit to approve the Pupil Progression Plan, 2012-2013.  
**Second** – Seconded by Mr. Troy McLellan  
**Unanimous Approval**
- VIII. **Discussion Items** Mr. Brian Schum, Vice-Chair  
A. Budget Review  
1. Mr. Troy McLellan reviewed the activity and supplemental budget in detail explaining there was a \$50,000 increase from fiscal year 2011-2012 for the supplemental budget.  
2. A finalized budget will be available at the September 12, 2012 Advisory Body Meeting.  
B. Parent Representatives, 2012-2013  
  - Currently, there are two at-large representatives' positions still available.
C. Activity Fees Protocol  
1. Dr. Collum gave a brief history on the collection of the activities fees collection process.  
2. On April 4<sup>th</sup> there was an outstanding balance of \$84,000. Currently, the balance has decreased to \$14,987 since follow up on previous payments has commenced. There are a total of five families who have received the third and final notice for lack of payment

from previous fiscal years. These families will be referred to the Dean of the College of Education, Dr. Valerie Bristor, for student withdrawal recommendation.

3. The Free and Reduced Lunch Applications are reviewed and approved by the Florida Department of Agriculture. Results have not yet been released. The activity fee collection has been extended to the first day of school due to this information. If a family qualifies for the free and reduced pricing in the previous years they will have a 30 day window until qualification for this year is received.

D. Update on 2011-2012 Parent Survey

- Mr. Feit stated the results were positive and the negative issues have already been addressed.

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| <b>IX.</b> | <b><u>Old Business</u></b><br>None  | Mr. Brian Schum, Vice-Chair |
| <b>X.</b>  | <b><u>Public Comment</u></b><br>None  | Mr. Brian Schum, Vice-Chair |
| <b>XI.</b> | <b><u>Announcements and Comments</u></b><br>1. There will be a Chamber Breakfast meeting on September 13, 2012.<br>2. This meeting is the final meeting for the current parent representatives. The new parent representative will begin on September 12, 2012. | Mr. Brian Schum, Vice-Chair |
| <b>XI.</b> | <b><u>Adjournment</u></b><br><b>Motion</b> – Motion was made by Mr. Feit to adjourn the meeting at 6:45pm.<br><b>Second</b> – Seconded by Mr. McLellan<br><b>Unanimous Approval</b>   | Mr. Brian Schum, Vice-Chair |