

**MINUTES**  
**Wednesday, July 16, 2025**  
**Approved August 27, 2025**  
**Florida Atlantic University Schools' School Advisory Body**  
**College of Education, Florida Atlantic University**  
**In-person SAB Meeting**

- I. **Call to Order/Sign-In/Flag Salute/Approval of Agenda** Mr. Jon Cipyak, Chair  
Call to order made by Mr. Jon Cipyak at 6:00 pm. The Salute to the Flag followed. In-person attendance of SAB members was confirmed by Ms. Iris Bernstein, SAB Recording Secretary.
- II. **Draft Agenda Approval**  
**Motion** – A motion was made by Mr. Michael Moore to approve the Draft Agenda.  
**Second** – Seconded by Mr. AJ Frydman.  
**Unanimous Approval**
- III. **Welcome** Mr. Jon Cipyak, Chair  
Mr. Jon Cipyak welcomed the SAB Members, presenters, and visitors.

**SAB Members present:**

Ms. Tracey Thompson - Middle School Parent Representative  
Mr. AJ Frydman - Education Support Staff Representative  
Mr. Jon Cipyak - Business/Community Representative - SAB Chair  
Ms. Abigail Sinu - Student Government Association High School Student Representative  
Mr. Michael Moore - At-Large Parent Representative - SAB Vice Chair  
Dr. Stephen Locke - FAU Faculty Representative  
Dr. Deborah Shepherd - Dean of the College of Education Designee  
Ms. Naika Placide - High School Parent Representative

**SAB Members not present (Excused):**

Ms. Jasmine Coyle - Elementary School Parent Representative  
Mr. Michael Panagis - At-Large Parent Representative  
Ms. Cara Pavek- Elementary Faculty Representative  
Ms. Kristin Potter-Oliveri - Secondary Faculty Representative  
Ms. Lisa Spaulding - At-Large Faculty Representative

**Other Staff present:**

Dr. Joel Herbst, Superintendent, FAU Lab Schools  
Dr. Lauren Robinson, Principal  
Ms. Gracie Diaz, Deputy Superintendent  
Mrs. Kimberly Hallstrom, HS Assistant Principal  
Dr. Tammy Bresnahan, Director, Curriculum, Instruction and Professional Learning

Ms. Iris Bernstein, SAB Recording Secretary  
Mrs. Kristina Cornwell, Program Assistant  
Mrs. Valerie Rivera, Administrative Assistant

**Visitors present:**

A list of attendees to the SAB in-person meeting is on file.

**IV. Introductions**

Mr. Jon Cipyak, Chair

Mr. Jon Cipyak introduced the new SAB Student Representative, Naika Placid.

**V. Approval of Minutes**

Mr. Jon Cipyak, Chair

Approval of **March 19, 2025**, Monthly SAB Minutes:

**Motion** – A motion was made by Mr. Michael Moore to approve the March 19, 2025, SAB minutes.

**Second** – Seconded by Mrs. Tracey Thompson

**Unanimous Approval**

**VI. Superintendent's Report**

Dr. Joel Herbst

**A. Construction Phase II Update**

Dr. Joel Herbst provided a detailed update on Phase II Construction. Dr. Herbst also provided updates on the following:

- Innovation Driven by World Class Faculty and Strategic Partnerships (MIT, Caltech/JPL, Arthrex, Ocean Science Foundation, Max Planck, UF Scripps and Seminole Tribe, Department of Naval Research)
- New Electives: Archaeology, DaVinci Class, Robotic Agriculture, Biomechanics/Engineering, and Multimedia Productions
- Center for Strategy and Innovation
- Exploration of Agriculture and Planning for Robotic Agriculture
- Drones in Middle and High School
- New Research Lobs, Equipment, and Courses
- 46 Competitive Clubs (Elementary, Middle, and High School)
- Ribbon Cutting – November 21, 2025

**VII. PTO Report**

None

**VIII. Action Items**

Mr. Jon Cipyak, Chair

**A. District Comprehensive Evidence-Based Reading Plan (CERP)**

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan provided a detailed review of the District Comprehensive Evidence-Based Reading (CERP).

**Motion** – A motion was made by Mr. AJ Frydman to approve District Comprehensive Evidence-Base Reading (CERP).

**Second** – Seconded by Mr. Michael Moore.

**Unanimous Approval**

**B. Certification of Implementation of**

**Instructional Library Media Materials**

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan provided a detailed review of the Certification of Implementation of Instructional Library Media Materials.

**Motion** – A motion was made by Mr. Michael Moore to approve Certification of Implementation of Instructional Library Media Materials.

**Second** – Seconded by Mr. AJ Frydman.

**Unanimous Approval**

**C. 2025-2026 Calendar Amendment**

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan requested two date changes to the 2025-2026 School Calendar: November 21, 2025 (TWD Ribbon Cutting Ceremony) and March 13, 2026 (Noon Dismissal for the Owls Run).

**Motion** – A motion was made by Dr. Stephen Locke to approve 2025-2026 Calendar Amendment.

**Second** – Seconded by Mrs. Tracey Thompson.

**Unanimous Approval**

**D. Mental Health Assistance Allocation Plan (MHAP)**

Ms. Gracie Diaz

Ms. Gracie Diaz provided a detailed review of the Mental Health Assistance Allocation Plan (MHAAP).

**Motion** – A motion was made by Mr. Michael Moore to approve Mental Health Assistance Allocation Plan (MHAP).

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

**Unanimous Approval**

**E. SAB 2025-2026 Meeting Calendar**

Ms. Gracie Diaz

Ms. Gracie Diaz presented the SAB 2025-2026 Meeting Calendar.

**Motion** – A motion was made by Mr. AJ Frydman to approve the SAB 2025-2026 Meeting Calendar.

**Second** – Seconded by Ms. Naika Placide.

**Unanimous Approval**

**F. 2025-2026 Classroom Teacher and Other Instructional**

**Personnel Salary Increase Distribution Plan**

Ms. Gracie Diaz

Ms. Gracie Diaz reviewed the Salary Increase Distribution Plan.

Mr. Jon Cipyak recused himself as Chair because his spouse is a faculty member at A. D. Henderson University School and FAU High School.

Mr. Michael Moore moved for a motion to approve the 2025-2026 Classroom Teacher and Other Instructional Personnel Salary Increase Distribution Plan.

**Motion** – A motion was made by Dr. Stephen Locke to approve the 2025-2026 Classroom Teacher and Other Instructional Personnel Salary Increase Distribution Plan.

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

**Unanimous Approval**

**G. Out-of-Field Teaching Assignments**

Ms. Gracie Diaz informed the SAB members that we have an Out-of-Field teacher, Ms. Samara Ballintine, Exceptional Student Education (ESE).

**Motion** – A motion was made by Mrs. Tracey Thompson to approve Out-of-Field Teaching Assignments.

**Second** – Seconded by Mr. AJ Frydman.

**Unanimous Approval**

**H. Policy Updates**

Ms. Gracie Diaz

Ms. Gracie Diaz provided a detailed review of the following Policy Updates. Approval is listed for each Policy.

**1. A.D. Henderson Admissions Policy**

**Motion** – A motion was made by Mr. AJ Frydman to approve the A.D. Henderson Admissions Policy

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

**Unanimous Approval**

**2. Attendance and Tardy Policy**

**Motion** – A motion was made by Mr. Michael Moore to approve the Attendance and Tardy Policy.

**Second** – Seconded by Mr. AJ Frydman.

**Unanimous Approval**

### **3. Code of Student Conduct**

**Motion** – A motion was made by Mr. Michael Moore to approve the Code of Student Conduct.

**Second** – Seconded by Mr. AJ Frydman.

**Unanimous Approval**

### **4. FAU High Admissions Policy**

**Motion** – A motion was made by Mr. AJ Frydman to approve the FAU High Admissions Policy.

**Second** – Seconded by Ms. Naika Placide.

**Unanimous Approval**

### **5. Fee Policy**

**Motion** – A motion was made by Mr. AJ Frydman to approve the Fee Policy.

**Second** – Seconded by Mrs. Tracey Thompson.

**Unanimous Approval**

### **6. Meal Charging Policy**

**Motion** – A motion was made by Mr. AJ Frydman to approve the Meal Charging Policy.

**Second** – Seconded by Ms. Najla Ghazal.

**Unanimous Approval**

### **7. Student and Parent Handbook**

**Motion** – A motion was made by Mr. Michael Moore to approve the Student and Parent Handbook.

**Second** – Seconded by Ms. Naika Placide.

**Unanimous Approval**

### **8. Technology Policy**

**Motion** – A motion was made by Mr. AJ Frydman to approve the Technology Policy.

**Second** – Seconded by Ms. Naika Placide.

**Unanimous Approval**

**The approved SAB Documents and Policies are on the website:**

<https://adhus.fau.edu/owl-community/sab/agendaminutes/>

#### **I. Discussion Items**

None

Mr. Jon Cipyak, Chair

- II. Old Business Mr. Jon Cipyak, Chair  
None
- III. Public Comment Mr. Jon Cipyak, Chair  
None
- IV. Announcements and Comments Mr. Jon Cipyak, Chair  
None
- V. Adjournment Mr. Jon Cipyak, Chair  
Mr. Jon Cipyak, Chair entertained a motion to adjourn the SAB Meeting at 7:01 pm.

**Motion** – A motion was made by Mr. Michael Moore to adjourn the SAB Meeting.

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

**Unanimous Approval**