

Florida Atlantic Laboratory Schools

ADVISORY BODY MEETING MINUTES

September 16, 2026

Virtual — 5:30 pm

I. Call to Order, Pledge of Allegiance, and SAB Attendance

Dr. Joel Herbst

Dr. Joel Herbst called the meeting to order at 5:30 pm. The Pledge of Allegiance was recited. Zoom virtual attendance of SAB members was confirmed by Ms. Kristina Cornwell, SAB Recording Secretary.

SAB Member	Representative Role	Present	Absent
Ms. Jillian McGuire Lifeso	Elementary School Parent Representative	☒	☐
Ms. Megan DiDomenico	Middle School Parent Representative	☒	☐
Ms. Najla Ghazal	High School Parent Representative	☒	☐
Ms. Emily Finegan	At-Large Faculty Parent Representative	☒	☐
Dr. Jaeson Weber	At-Large Parent Representative	☒	☐
Ms. Cara Pavek	Elementary Faculty Representative	☐	☒
Ms. Kristin Potter-Oliveri	Secondary Faculty Representative	☒	☐
Ms. Lisa Spaulding	At-Large Faculty Representative	☒	☐
Mr. AJ Frydman	Education Support Staff Representative	☒	☐
Mr. Charly Troche	High School Representative	☒	☐
Dr. Stephen Locke	FAU Faculty Representative	☒	☐
Dr. Bryan Nichols	FAU Faculty Representative	☒	☐
Mr. Jon Cipyak	Business/Community Representative	☒	☐
Mr. Tom Oates	Business/Community Representative	☒	☐
Mr. Peter Park	Business/Community Representative	☒	☐
Dr. Lauren Robinson	Principal, A.D. Henderson and FAU High	☒	☐
Dr. Deborah Shepherd	Dean of the College of Education Designee	☒	☐

Guest Presenters Present

Mr. Nicholas Carr, PTO Liaison

Dr. Tammy Bresnahan, Director, Curriculum, Instruction, and Professional Learning

Ms. Gracie Diaz, Deputy Superintendent

II. Approval of Agenda

Dr. Joel Herbst

Motion - A motion was made by Mr. Jon Cipyak to approve the Draft Agenda as presented.

Second - Seconded by Mr. AJ Frydman.

Unanimous Approval

III. Welcome

Dr. Joel Herbst

Dr. Herbst welcomed the new and returning SAB Members of the 2026-2028 term.

IV. Approval of Minutes

Dr. Joel Herbst

Approval of August 19, 2026 SAB Monthly Virtual Meeting Minutes

Motion - A Motion was made by Mr. Jon Cipyak to approve the minutes as presented.

Second - Seconded by Ms. Megan DiDomenico.

Unanimous Approval

V. Presentations

A. Superintendent

Dr. Joel Herbst

Florida Atlantic Laboratory Schools: Accomplishments & Impact

Dr. Herbst presented the SAB with an update on the accomplishments of the Florida Atlantic Laboratory Schools and goals for the future. He also highlighted how the schools' continued growth has contributed to academic achievement and positively impacted students, the university, and the broader community.

B. Principal

Dr. Lauren Robinson

Dr. Robinson provided the SAB with updates on the following agenda items:

- National Merit Recognition
- da Vinci Robotic Surgery System
- Golden Bell Education Foundation Grants

C. PTO

Mr. Nicholas Carr

Update Presented by PTO Liaison, Mr. Nicholas Carr

- PTO generously provides several faculty and staff luncheons throughout the year. We greatly appreciate their generosity and recognition of our staff.

- The first general PTO meeting was held on September 2, and the Event Chair and Committee Interest Form has been distributed.
- Coinciding with the Red Out FAU football game, the PTO is preparing for the September 19 Tailgate Fundraiser.
- PTO campaign flyers have been distributed. We encourage everyone to join.

Upcoming PTO Sponsored Events:

- September 19: FAU vs. FIU Football Tailgate
- September 28: Scholastic Book Fair
- September 30: Book Fair Night
- October 23: Fall Festival

D. School Advisory Body Member Training and Roberts Rules Overview

Ms. Gracie Diaz

Ms. Diaz provided an overview of School Advisory Body member roles and responsibilities, the legislation that governs public meetings, and a review of Robert's Rules of Order and meeting procedures to support effective and orderly meetings.

VI. Action Items

A. Election of 2026-2028 SAB Chair and Vice Chair

Dr. Joel Herbst

Dr. Herbst opened the discussion and self-nominations for the SAB Chair and Vice-Chair election.

Mr. Jon Cipyak self-nominated for the Chair position.

Motion - Motion was made by Ms. Kristin Potter to accept the self-nomination of Mr. Cipyak as Chair of the SAB.

Second - Seconded by Mr. AJ Frydman.

Unanimous Approval

Ms. Kristin Potter-Oliveri self-nominated for the Vice-Chair position.

Motion - Motion was made by Mr. Jon Cipyak to accept the self-nomination of Ms. Potter as the Vice Chair of the SAB.

Second - Second by Ms. Lisa Spaulding.

Unanimous Approval

B. 2026-2027 School Improvement Plan

Dr. Tammy Bresnahan

Dr. Bresnahan provided an overview of the School Improvement Plan (SIP), highlighting the school's goals, areas of focus, and priorities for the 2026–2027 school year.

Motion - Motion made by Mr. AJ Frydman to approve the SIP as presented.

Second - Seconded by Mr. Jon Cipyak.

Unanimous Approval

C. 2026-2027 PAEC Professional Learning Catalog

Dr. Tammy Bresnahan

This item was previously presented and approved on August 19, 2026. Due to the State Education Board's amendments to the Florida Educator Accomplished Practices (FEAPs) on August 25, 2026, district professional learning catalogs had to be amended to reflect the new changes. PAEC amended the catalog, which was then presented to and approved by the School Advisory Body.

Motion - Motion made by Ms. Lisa Spaulding to approve the PAEC Catalog as presented.

Second - Seconded by Ms. Najla Ghazal.

Unanimous Approval

VII. **Discussion Items**

Dr. Joel Herbst

No discussion items were reviewed.

VIII. **Public Comment**

Dr. Joel Herbst

No requests for public comment were made prior to the meeting.

IX. **Announcements and SAB Member Comments**

Dr. Joel Herbst

No additional announcements or SAB member comments were made.

X. **Adjournment**

Dr. Joel Herbst

Dr. Herbst requested a motion to adjourn the meeting at 6:19 pm.

Motion - Motion made by Mr. AJ Frydman to adjourn the meeting.

Second - Seconded by Ms. Megan DiDomenico.

Unanimous Approval