

MINUTES
Wednesday, September 20, 2023
Approved October 18, 2023
Florida Atlantic University Schools' School Advisory Body
College of Education, Florida Atlantic University
Zoom Virtual SAB Meeting

- I. **Call to Order/Sign-In/Flag Salute/Approval of Agenda** Mr. Michael Moore, Chair
Call to order made by Mr. Michael Moore at 5:31 pm. The Salute to the Flag followed. Zoom virtual attendance of SAB members was confirmed by Ms. Iris Bernstein, SAB Recording Secretary.
- II. **Draft Agenda Approval**
Motion – A motion was made by Dr. Deborah Shepherd to approve the Draft Agenda.
Second – Seconded by Mr. Jon Cipyak.
Unanimous Approval
- III. **Welcome** Mr. Michael Moore, Chair
Mr. Michael Moore welcomed the SAB Members, presenters, and visitors.

SAB Members present:

Mr. Jon Cipyak, Community Representative
Mr. Michael Moore, Chair, At-Large Parent Representative
Mrs. Jasmine Coyle, Elementary Parent Representative
Ms. Krista Marin, Elementary Faculty Representative
Ms. Lindsey Alexander, Middle School Parent Representative
Mrs. Kristin Potter-Oliveri, Secondary Faculty Representative
Dr. Deborah Shepherd, College of Education Dean Designee
Mr. Michael Panagis, At-Large Parent Representative
Mrs. Melissa Cipyak, At-Large Faculty Representative
Dr. Stephen Locke, FAU Faculty Representative
Mr. Alvaro Frydman, Education Support Staff Representative

SAB Members not present (Excused):

Ms. Abigail Sinu, Student Government Representative
Mrs. Darlene Hazamy, High School Parent Representative

Other Staff present:

Dr. Joel Herbst, Superintendent, FAU Lab Schools
Ms. Iris Bernstein, SAB Recording Secretary
Ms. Gracie Diaz, Deputy Superintendent
Dr. Tammy Bresnahan, Director, Curriculum, Instruction and Professional Learning
M. Caterina Siciliano, PTO Liaison

Visitors present:

A list of attendees to the SAB Zoom meeting is on file.

IV. Introductions

Mr. Michael Moore, Chair

None

V. Approval of Minutes

Mr. Michael Moore, Chair

Approval of August 2, 2023 Monthly SAB Minutes:

Motion – A motion was made by Mr. Jon Cipyak to approve the August 2, 2023 SAB minutes.

Second – Seconded by Mr. Michael Panagis.

Unanimous Approval

VI. Superintendent's Report

Dr. Joel Herbst

A. Construction Update

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

- Playground - Completed
- Playfield – Ready to open in January 2024
- National Merit Scholars – 43 FAU High Students nominated.
- Extra Yard for Teachers – Mr. Christopher Clevenger
- Flight Simulator Lab – Have been installed and are operational.
- Marquee – Installed
- Student Aryana Sahai authored a novel: The Crystal Curse
- Designated 2022-2023 High-Performing School of Excellence
- Caitlin O'Sullivan, Anya Gupta, Ben Liu, have been named Top 300 Junior Innovators in the 2023 Thermo Fisher Scientific Junior Innovators Challenge (JIC), a program of Society for Science.

VII. PTO Liaison Report

Ms. Caterina Siciliano provided the following PTO Liaison Report.

- Thanks to the PTO for rolling out free membership for faculty members this academic year.
- A big thank you from teachers and high school students for the \$150 gift to be used towards classroom supplies. We are most grateful!
- Thanks to the PTO for providing breakfast on our student orientation days and during our faculty back-to-school planning days.
- PTO is helping FAU High to create its own clothing line through Runners Edge. Stay tuned for upcoming t-shirts, hoodies, joggers and more for FAUHS.
- Lastly, thank you for funding our D.A.R.E. program the SRO's are teaching.

Upcoming Events:

- September 21st: The CANE Institute STEM Night at 4:40 pm
- October 7th: Tailgate in the Henderson parking lot before the Owls take on Tulsa.
- October 23-27th: Scholastic Book Fair
- October 23-26th: Pumpkin Patch
- October 27th: Fall Festival

VIII. Action Items

Mr. Michael Moore, Chair

A. Classroom Teacher Salary Incentive Plan

Ms. Gracie Diaz

Ms. Gracie Diaz provided an overview of the Classroom Teacher Salary Incentive Plan. The DOE allocated our district \$111,255 dollars to provide faculty with additional salary increases. The terms of the plan were negotiated with the UFF and ratified by the faculty granting an additional 3% salary increase to qualifying faculty.

Mr. Moore conducted a roll call vote and asked that full-time faculty and anyone who could be viewed as benefiting from the salary increase on SAB should abstain from voting for this item.

The following members abstained: Krista Marin, Kristin Potter-Oliveri, Melissa Cipyak, and Jon Cipyak. The remaining SAB members voted unanimously to approve the item.

Motion – A motion was made by Dr. Stephen Locke to approve the Classroom Teacher Salary Incentive Plan.

Second – Seconded by Mr. Michael Panagis.

Unanimous Approval

B. Fee Policy

Ms. Gracie Diaz

Ms. Gracie Diaz reported that after updating the Fee Policy in August, the finance team found additional clarification language was needed for individuals who qualify for the Free/Reduced Lunch Program under Direct Certification from the state. The language now reflects our practices.

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

Second – Seconded by Mr. Jon Cipyak.

Unanimous Approval

C. Student Progression Plan

Ms. Gracie Diaz

Ms. Gracie Diaz provided the following information regarding the Student Progression Plan: Annually the Student Progression Plan is reviewed to determine if the policy requires amendments due to legislative or programmatic changes. The policy had minor updates to reflect changes in assessments, identification of interventions for dyslexia, and dyscalculia, and new resiliency standards in grades 6-12.

Dr. Locke requested that the Table of Contents be reviewed to ensure accurate alignment of pages after the document revisions are finalized.

Motion – A motion was made by Mr. Jon Cipyak to approve the Student Progression Plan.

Second – Seconded by Mr. Alvaro Frydman.

Unanimous Approval

D. SAB Education Committee

Ms. Gracie Diaz

Ms. Gracie Diaz recommended establishing the SAB Education Committee per the following:

The SAB Bylaws authorize the establishment of three SAB committees as needed. The Education Committee advises SAB on policies related to instructional materials and curriculum.

There have been amendments to legislation, requiring districts to establish a process and committee to review the selection of instructional materials and challenges to materials. This committee would be scheduled as needed to review recommendations for textbook adoptions and challenges to instructional materials. All the committee's actions would go to the SAB for final review and for a vote.

The following SAB Members have agreed to serve with assistance from ADHUS and FAUHS staff as subject matter and process experts:

- Jasmine Coyle- Education Committee Chair
- Lindsey Alexander- Education Committee Member
- Jon Cipyak- Education Committee Member
- Michael Moore- Education Committee Member
- Kristin Potter-Oliveri- Education Committee Member

Motion – A motion was made by Mr. Jon Cipyak to approve the SAB Education Committee.

Second – Seconded by Mr. Alvaro Frydman.

Unanimous Approval

E. School Improvement Plan

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan provided a detailed review of the School Improvement Plan.

A presentation was provided that included a review of prior year data as well as proposed goals for the current school year. The presentation can be viewed [here](#).

Motion – A motion was made by Mr. Jon Cipyak to approve the School Improvement Plan

Second – Seconded by Mr. Alvaro Frydman.

Unanimous Approval

F. Instructional Materials Policy

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan provided an overview of the Instructional Materials Policy.

Motion – A motion was made by Mr. Jon Cipyak to approve the Instructional Materials Policy.

Second – Seconded by Mr. Michael Panagis.

Unanimous Approval

G. PAEC Reading Endorsement Matrix

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan provided a detailed overview of PAEC Reading Endorsement Matrix.

- *The PAEC verification of board approval letter of the Panhandle Area Educational Consortium Reading Endorsement Matrix was signed by Dr. Joel Herbst, Superintendent and Mr. Michael Moore, School Advisory Body Chair.*

Motion – A motion was made by Mr. Jon Cipyak to approve the PAEC Reading Endorsement Matrix.

Second – Seconded by Mr. Michael Panagis.

Unanimous Approval

IX. Discussion Items

Mr. Michael Moore, Chair

None

X. Old Business

Mr. Michael Moore, Chair

None

XI. Public Comment

Mr. Michael Moore, Chair

None

XII. Announcements and Comments

Mr. Michael Moore, Chair

None

XIII. Adjournment

Mr. Michael Moore, Chair

Mr. Michael Moore, Chair entertained a motion to adjourn the SAB Meeting at 6:07 pm.

Motion – A motion was made by Mr. Jon Cipyak to adjourn the SAB Meeting.

Second – Seconded by Mr. Michael Panagis.

Unanimous Approval