

**MINUTES**  
**Wednesday, May 20, 2020**  
**Florida Atlantic University Schools' School Advisory Body**  
**College of Education, Florida Atlantic University**  
**Approved July 15, 2020**  
**Zoom Virtual SAB Meeting**

- I. **Call to Order/Sign-In/Flag Salute/Approval of Agenda** Mrs. Lynn Pagans, Chair  
Call to order made by Mrs. Lynn Pagans, Chair at 5:30 pm. Zoom Virtual attendance of SAB members was confirmed by Ms. Iris Bernstein, SAB Recording Secretary. The Salute to the Flag followed.

**Draft Agenda Approval**

**Motion** – A motion was made by Mr. Andrew Hunter to approve the Draft Agenda

**Second** – Seconded by Dr. Michael Boyle

**Unanimous Approval**

- II. **Welcome** Mrs. Lynn Pagans, Chair  
Mrs. Lynn Pagans, Chair welcomed the SAB Members and Visitors

**Members who were present:**

Mrs. Melissa Cipyak - Elementary Parent Representative  
Mrs. Darlene Hazamy - Middle Parent Representative  
Mrs. Lynn Pagans - At-Large Parent Representatives  
Mrs. Sherry Bees - Principal/Director  
Dr. Deborah Shepherd - Dean of the College of Education Designee  
Mr. Andrew Hunter - At-Large Parent Representatives – Via tele-conference  
Mrs. Robin Barkes, Secondary Faculty Representative  
Mr. Andrew Hunter - At-Large Parent Representatives – via tele-conference  
Ms. Lyndsay Tolerton - Elementary Faculty Representative  
Mrs. Eliane Mattos - Education Support Staff Representative  
Dr. Stephen Locke - FAU Faculty Representative  
Dr. Michael Boyle - High School Parent Representative

**Members who were not present (Excused):**

Ms. Agnes Timar - At-Large Faculty Representative  
Mr. Mark Noll - Business/Community Representative  
Miss Luisa Ortiz, FAU High School Representative

**Others present:**

Dr. Joel Herbst, Superintendent of Schools  
Mrs. Iris Bernstein, SAB Recording Secretary  
Mrs. Gracie Diaz, Director, Programs and Policy Development

**Visitors present:**

Ms. Diana Ballou  
Ms. Santana Michel  
Mr. Allan Tito

III. **Introductions** Mrs. Lynn Pagans, Chair  
None

IV. **Approval of Minutes** Mrs. Lynn Pagans, Chair  
Approval of April 15, 2020 Monthly SAB Minutes:

Motion – A motion was made by Mr. Andrew Hunter to approve the April 15, 2020 SAB minutes.  
**Second** – Seconded by Mrs. Darlene Hazamy  
**Unanimous Approval**

V. **Principal/Director’s Report and Recognitions and Awards** Mrs. Lynn Pagans, Chair  
Mrs. Sherry Bees announced the following during her reports:

**RECOGNITIONS & AWARDS**

- **2020 Green School of Excellence Award**
  - Thursday, May 21st will be the announcement.
  - We have, once again, been recognized as a Green School of Excellence.
  - Only 134 schools within the Palm Beach and Martin county received this award
  - Thank you to the students and teachers whose efforts were put into this incredible recognition. Because of you, we continue to be a model of environmental stewardship and sustainability for Palm Beach and Martin County schools.
  
- **2020 Florida Atlantic University Honors Convocation Awardees**
  - University Scholars - Charles E. Schmidt College of Science  
*Kenneth Dowling (May 2019 FAUHS graduate)*
  
  - Distinguished Student Award - College of Engineering and Computer Science  
*Brandon Yu*
  
  - Undergraduate Researchers of the Year - College for Design and Social Inquiry  
*Laura Eugene*
  
- **College of Education 2019-2020 Honors Award**
  - Congratulations to Stephanie Anderson for being named FAU District Teacher of the Year
  - Congratulations to Nurse Baltzer for being named FAU District School-Related Employee of the Year
  
- **ISEF**
  
- **FAU Students Donate Face Shields to local hospitals**
  - Students from A.D. Henderson worked with teachers Allan Phipps, James Nance, and the Florida Atlantic University’s Cane Institute to create face shields, intubation chambers, and ear savers for local hospitals.
  - Producing over 650 face shields, over 500 ear savers, and 36 intubation chambers.

- Thank you for the amazing work!
- **2019-2020 College of Education Honors Award**
  - FAU District Teacher of the Year  
*Stephanie Anderson | 8th Grade English/Speech*
  - FAU District School-Related Employee of the Year  
*Deborah Baltzer | School Nurse*
- **National Nurse Day**
  - May 6th - Once again, we want to thank Nurse Baltzer for everything she does for our children and school.

### **PRINCIPAL'S REPORT - MAY 1st**

- **Senior Graduation Signs**
  - Our High School team took to the streets as they visited every grad to deliver their caps, gowns, and a few more surprises.
- **Teacher appreciation week**
  - May 4th - 8th. We celebrated by surprising our faculty and support staff with a little love
- **Return to School Updates**
  - Our team has been working non-stop on a Phase Return Plan
  - We are on constant calls with the State to ensure we are following CDC guidelines.
  - We are looking at options for our return (full-time, hybrid-model, or continue virtually).
- **Promotion/Graduation:**
  - 8th Grade Promotion
  - High School
- **Emergency Order Signed by the Commissioner of Education**
  - Teacher Evaluations & Salary Increases
  - Renewal of Educator Certificate Deadline Extended
  - Reading Endorsement or Certificate Requirement
  - ESE & ELL Deadline Extensions
- **It's Owl Time**
  - A special thank you to "It's Owl Time" for everything they have done for us!

#### 1. **Action Items**

Mrs. Lynn Pagans, Chair

1. Discipline Matrix for Elementary and Middle School  
Mrs. Sherry Bees provided and detailed overview of the Discipline Matrix for Elementary and Middle School.

**Motion** – A motion was made by Dr. Stephen Locke to approve the Discipline Matrix for Elementary and Middle School.

**Second** – Seconded by Mrs. Robin Barks

**Unanimous Approval:** *(Each member provided a verbal approval of the Discipline Matrix for Elementary and Middle School)*

2. Biennial Principal/Director SAB Evaluation Form and Process  
Ms. Gracie Diaz informed the SAB member of the Personnel Committee’s approval of the Biennial Principal/Director SAB Evaluation Form and Process. Ms. Diaz provided a detailed overview of the evaluation process.

**Motion** – A motion was made by Mr. Andres Hunter to approve the Discipline Matrix for Elementary and Middle School.

**Second** – Seconded by Dr. Michael Boyle

3. **Unanimous Approval:** *(Each member provided a verbal approval of the Biennial Principal/Director SAB Evaluation Form and Process)*

1. **Discussion Items**

Mrs. Lynn Pagans, Chair

1. FEFP Audit Outcome

Dr. Joel Herbst provided a detailed overview of the 2019 FEFP Audit outcome.

2. SAB Election Timeline (SAB terms Conclude On August 31, 2020)

Ms. Gracie Diaz provided a review of the SAB Election process for the 2020-2022 term elections.

2. **Old Business**

Mrs. Lynn Pagans, Chair

Mrs. Lynn Pagans, SAB Chair, read the Public Comment procedure in accordance with the SAB Bylaws.

3. **Public Comment**

Mrs. Lynn Pagans, Chair

NONE

4. **Announcements and Comments**

Mrs. Lynn Pagans, Chair

NONE

5. **Adjournment**

Mrs. Lynn Pagans, Chair

Mrs. Lynn Pagans adjourned the SAB Meeting at 6:13 pm.