**MINUTES**

**Approved, January 17, 2018**

**Wednesday, December 13, 2017**

**Florida Atlantic University Schools’ School Advisory Body**

**College of Education, Florida Atlantic University**

1. **Call to Order/Sign-In/Flag Salute/Approval of Agenda** Ms. Diana Ballou, Chair

Call to order made by Mrs. Sherry Bees, 5:30 pm. Attending members signed in and the Salute to the Flag followed.

**Draft Agenda Approval**

**Motion –** A motion was made by Mrs. Cheryl Akers to approve the Draft Agenda

**Second** – Seconded by Dr. Dwight Berry

**Unanimously Approved**

1. **Welcome** Ms. Diana Ballou, Chair

Ms. Diana Ballou welcomed the SAB Members.

Members who were present:

Mrs. Cara Pavek– Elementary School Faculty Representative

Mrs. Cheryl Akers – Secondary Faculty Representative

Ms. Iris Bernstein - Education Support Employee Representative

Ms. Diana Ballou – Elementary School Parent Representative

Dr. Dwight Berry – Middle School Parent Representative

Dr. Hope Brawer Blum – At-Large Parent Representative

Ms. Samantha Bongay - FAU High School Student Representative

Dr. Stephen Locke, FAU Faculty Representative

Mrs. Sherry Bees, Principal/Director

Members who were not present:

***Excused:***

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

Dr. Joel Herbst, Assistant Dean, Pk-12 Schools and Educational Programs/COE Designee

Ms. Lyndsay Tolerton – At-Large Faculty Representative

Mr. John Husband – High School Parent Representative

Dr. Michael J. Boyle, At-Large Parent Representative

Others present:

Mrs. Gina Sands, PTO Liaison

1. **Introductions** Ms. Diana Ballou, Chair

None

1. **Approval of Minutes** Ms. Diana Ballou, Chair

**Approval of November 15, 2017 Monthly SAB Meeting Minutes:**

**Motion** – A motion was made by Dr. Dwight Berry to approve the November 15, 2017 minutes.

**Second** – Seconded by Mrs. Cara Pavek

**Unanimous Approval**

1. **Principal/Director’s Report and Recognitions and Awards**  Mrs. Sherry Bees, Principal/Director
	* 1. Principal/Director Report and Recognitions and Awards

Mrs. Sherry Bees announced the following during her reports:

Recognitions and Awards:

1. Darla Khouri attained a level of Proficiency in Economic Understanding in the Rigorous Post-Test of the Economics for Leaders from Yale University.
2. Teacher of the year finalists are: Jenny O’Sullivan, Chayane Oliveira, and Rachel Marbach

Winner will be announced by December 21st

1. 2018 School Related Employee of the Year Candidates are: Eliane Mattos, Tanya Gibbons, and Iris Bernstein

Winner will be announced by December 21st

1. Six faculty members received their Clinical Educator Certification

Principals’ Report:

1. PSAT Testing Score have been received
2. Winter EOC testing is completed
3. Already prepping for Spring EOC testing
4. Max Plank MOU signing was conducted on December 11, 2017 in the Media Center
5. We are expecting several Congressmen and Senators to visit in the near future (names of dates are confidential at this time)
6. The FAU High School applicant notifications will go out prior to the winter break with interviews in January 2018.
	* 1. PTO

Mrs. Cara Pavek reported upcoming events as the Elementary PTO Liaison for the Elementary, Middle and High School.

Elementary and Middle School:

* + - 1. PTO will be distributing HOWL money next week to teachers!
			2. Gearing up for holiday parties next week with thanks to room parents for planning most of them.
			3. Some events to mark on your calendars for 2018: 1/26/18 STEM Night and 2/2/18 Kindergarten Father’s Day Breakfast

High School Report:

1. We had a very smooth EOC testing at the beginning of December in Algebra 1, Geometry and Biology
2. FAUHS students 10+ grades are taking their final exams this week.
3. The SAG Ugly Sweater party is scheduled for December 15th.
4. 9th grade students will take their finals on December 21st in English and Algebra 2 Honors only. All other classes have a project or had the EOC (Geometry and Bio) in lieu of finals.
5. SGA Holiday/Ugly Sweater Party: Friday, December 15 5pm-8pm
6. MS/HS Chess Club Tournament: Monday, December 18 3pm-6pm
7. **Action Items** Ms. Diana Ballou, Chair
	1. FAU High School Academic Flowchart
	2. FAU High School Behavior Flow Chart
	3. FAU High School Discipline Matrix Discussion Items

The above listed action items were posted to the FAU High School website for the required 20 day public review. We did not receive any changes or questions during the 20 day public review period. After a brief discussion a motion was made to approve the FAU High School Academic Flowchart, FAU High School Behavior Flow Chart, and FAU High School Discipline Matrix Discussion Items.

**Motion** – A motion was made by Dr. Dwight Berry

**Second** – Seconded by Ms. Diana Ballou

**Unanimous Approval**

* 1. Florida Safe Schools District Assessment

Mrs. Gina Sands provided a review of the Safety Assessment findings and recommendations. The self-assessment was originally started in 2015 and recently completed to comply with the yearend deadline. The intent of the self-assessment is to serve as a guide in identifying areas of the School Safety Plan that need further development. Presently, the Safety Plan is being reviewed, edited, and updated to fully consider all components of the FSSAT, and the goal is to have the updated plan ready for the 2018-19 school year.

**Motion** – A motion was made by Dr. Dwight Berry to acknowledge that the assessment was presented.

**Second** – Seconded by Mrs. Cara Pavek

**Unanimous Approval**

1. **Discussion Items** Ms. Diana Ballou, Chair

Ms. Diana Ballou requested a Finance Committee Meeting to be held on January 17, 2018 prior to the SAB Meeting.

1. **Old Business**

 NONE

1. **Public Comment** Ms. Diana Ballou, Chair

 NONE

1. **Announcements and Comments** Ms. Diana Ballou, Chair

 NONE

1. **Adjournment** Ms. Diana Ballou, Chair

**Motion –** Motion was made by Ms. Diana Ballou to adjourn the meeting at 6:02 pm

**Second** – Seconded by Mrs. Cheryl Akers

**Unanimous Approval**