

Draft

MINUTES

Wednesday, September 18, 2024

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 Dr. Joel Herbst
Call to order made by Dr. Joel Herbst at 5:30 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 Mr. AJ Frydman to approve the Draft Agenda.
Second – Seconded by Mr. Jon Cipyak.
Unanimous Approval

III. Welcome Dr. Joel Herbst
Dr. Joel Herbst welcomed the SAB Members, presenters, and visitors.

SAB Members present:

Ms. Jasmine Coyle - Elementary School Parent Representative
Ms. Tracey Thompson - Middle School Parent Representative
Ms. Najla Ghazal - High School Parent Representative
Mr. Michael Moore - At-Large Parent Representative - SAB Vice Chair
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
Mr. AJ Frydman - Education Support Staff Representative
Mr. Jon Cipyak - Business/Community Representative - SAB Chair
Dr. Stephen Locke - FAU Faculty Representative
Dr. Deborah Shepherd - Dean of the College of Education Designee

SAB Members not present (Excused):

Abigail Sinu - Student Government Association High School Student Representative

Other Staff present:

Dr. Joel Herbst, Superintendent, FAU Lab Schools
Ms. Iris Bernstein, SAB Recording Secretary
Ms. Gracie Diaz, Deputy Superintendent
Dr. Lauren Robinson, Principal

Dr. Tammy Bresnahan, Director, Curriculum, Instruction and Professional Learning
Mrs. Kimberly Hallstrom, High School Assistant Principal
Mrs. Jennifer O’Sullivan, PTO Liaison

Visitors present:

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

IV. Introductions

Dr. Joel Herbst

Dr. Joel Herbst introduced the newly elected SAB representatives.

V. Approval of Minutes

Dr. Joel Herbst

Approval of August 21, 2024, Monthly SAB Minutes:

Motion – A motion was made by Mr. Jon Cipyak to approve the August 21, 2024, SAB minutes.

Second – Seconded by Mr. Michael Moore.

Unanimous Approval

VI. Superintendent’s Report

Dr. Joel Herbst

A. Construction Phase II Update

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

- Inclement Weather process
- National Merit Scholars Results Class of 2025
- Victoria Johnson work “Outstanding Attorney Award” at the Yale Mock Trial Invitational

VII. PTO Report

- Mrs. Ana Simzer provided the following report as the PTO Liaison and recognized PTO for the following:
 - Back to School Bash- we had a great turnout and lots of treats! It is important to have a safe place for our students to be kids.
 - We look forward to the upcoming Book Fair generously sponsored by the PTO.
 - We are collaborating with PTO to increase student participation at the Fall Festival.
 - Teachers are appreciative for the lunch provided for PTO during our 1st professional learning day.
 - Mock Trial students thank the PTO for all their support in helping to facilitate their travel arrangements to compete at Yale!
 - The PTO tailgate event was a fun-filled event with a great turnout!

Upcoming Events:

- **September 23rd - 27th:** Scholastic Book Fair
- **September 25th:** STEAM Night
- **October 25th at 5:30 pm:** Fall Festival

VIII. School Advisory Body Member Training and Roberts Rules Overview

Dr. Joel Herbst reviewed the SAB By-laws and Robert's Rules of Order with the newly elected SAB Representatives.

IX. Action Items

Dr. Joel Herbst

A. Election of 2024-2026 SAB Chair and Vice Chair.

Dr. Joel Herbst moved for a motion to open discussion and self-nominations for the SAB Chair and Vice-Chair election.

Motion – A motion was made by Mr. Michael Moore open discussion and self-nominations for the SAB Chair and Vice-Chair election.

Second – Seconded by Mr. Jon Cipyak

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

Mr. Michael Moore, self-nominated for the Vice-Chair position.

The SAB Members Unanimous Approval

B. 2024-2025 PAEC Professional Learning Catalog

Ms. Gracie Diaz

Ms. Gracie Diaz provided a summary of the change to the PAEC Catalog.

[*\(See Summary of Change to PAEC Catalog\)*](#)

Motion – A motion was made by Mr. Jon Cipyak to approve 2024-2025 PAEC Professional Learning Catalog **Second** – Seconded by Mr. Michael Moore.

Unanimous Approval

C. 2024-2025 Classroom Teacher and Other

Ms. Gracie Diaz

Instructional Personnel Salary Increase Plan

Ms. Gracie Diaz reviewed the 2024-225 Classroom Teacher and Other Instructional Personnel Salary Increase Plan. Ms. Diaz asked the SAB members who are instructional personnel or are related to a school instructional staff member to abstain from voting on this action item as it can be considered a conflict of interest.

Ms. Iris Bernstein conducted a roll call vote of the SAB members. The following SAB members abstained from voting on this action item.

Jasmine Coyle

Cara Pavek

Kristin Potter-Oliveri

Lisa Spaulding

Jon Cipyak

Motion – A motion was made by Dr. Stephen Locke to approve the 2024-2025 Classroom Teacher and Other Instructional Personnel Salary Increase Plan

Second – Seconded by Mr. Michael Panagis.

Unanimous Approval

D. Threat Management Policy and Procedures

Dr. Tammy Bresnahan

Dr. Tammy Bresnahan provided a detailed review of the Threat Management Policy and Procedures.

Motion – A motion was made by Mr. AJ Frydman to approve the Threat Management Policy and Procedures.

Second – Seconded by Mr. Michael Moore.

Unanimous Approval

X. Discussion Items

Dr. Joel Herbst

None

XI. Old Business

Dr. Joel Herbst

None

XII. Public Comment

Dr. Joel Herbst

None

XIII. Announcements and Comments

Dr. Joel Herbst

None

XIV. Adjournment

Dr. Joel Herbst

Dr. Joel Herbst entertained a motion to adjourn the SAB Meeting at 6:00 pm.

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

Second – Seconded by Mrs. Cara Pavek.

Unanimous Approval