

**Florida Atlantic University Schools Committee Meetings
MINUTES**

December 2, 2009

Henderson Media Center

College of Education, Florida Atlantic University

Education Committee

Attending Committee Members: Ms. Daphne Smolka – committee chair, Dr. Deborah Shepherd, Mr. Fred Platt, Ms. Tracie Nieporte, Mr. Tom Ievoli, Dr. Patricia Hodge, Ms. Robin Barkes and Mr. Marc Hopin

Others Attending: Mr. Glenn Thomas, Ms. Emma del Real and Ms. Kristina Cornwell

- I. School Improvement Plan
 - a. Ms. Robin Barkes presented the School Improvement Plan.
 - b. The committee discussed classroom behavioral plans as related to students with disabilities.
 - c. Research regarding educational gaps between students classified for free or reduced lunch plans is currently being explored.
- II. Family Involvement Plan
 - a. The plan was revised from the October 28th committee meeting to include a parental involvement mission statement which allows parents to stay involved in their child's education.
 - b. A team will be conducting research on the CHAMPS program. Dr. Hodge explained the program allows teachers to use a school wide behavioral program.
- III. H1N1 Policy
 - a. Dr. Hodge explained other districts did not create a policy but rather issued procedures to limit exposure.
 - b. A document was distributed with guidelines for influenza-like symptoms. The document will be sent to parents and posted on the website.

Personnel Committee

Attending Committee Members: Mr. Tom Ievoli - committee chair, Dr. Deborah Shepherd, Mr. Fred Platt, Dr. Patricia Hodge, Ms. Robin Barkes and Mr. Marc Hopin

Others Attending: Mr. Glenn Thomas, Ms. Emma del Real and Ms. Kristina Cornwell

- I. Procedure for Roll Call, including elected members
 - a. The committee discussed creating a procedure to remove members who were in violation of the bylaws regarding attendance. Dr. Hodge explained an appointed member can only be removed by the President.
 - b. Mr. Ievoli agreed to draft a procedure which may be brought to the Board of Trustees to be added to the bylaws.
 - c. To keep record of attendance minutes will reflect whether a member has an excused or unexcused absence. Each member is responsible to send an

email stating if they cannot attend a meeting. An email will suffice for an excused absence.

II. Principal/Director Evaluation Instrumentation

- a. The item was tabled to allow time to collect other examples of principal evaluation tools.

Finance Committee

Attending Committee Members: Mr. Marc Hopin – committee chair, Dr. Deborah Shepherd, Mr. Fred Platt, Ms. Tracie Nieporte, Mr. Tom Ievoli and Dr. Patricia Hodge

Others Attending: Mr. Glenn Thomas, Ms. Emma del Real, Coach Carlos Santiago and Ms. Kristina Cornwell

I. Activity Budget - Supplemental

- a. Dr. Hodge distributed a list of requested sports. The list included prices for coaches and equipment.
- b. The committee suggested polling the high school students for possibility of adding a lacrosse team.
- c. Coach Santiago suggested adding middle school track and field and a high school flag football team for males and females.
- d. The committee agreed the list will be brought to the Advisory Body without the lacrosse team for a vote.
- e. Mr. Hopin distributed the revised 2008-2009 activity fee budget.