

Florida Atlantic University Schools Board Meeting
Wednesday, November 3, 2004
A.D. Henderson School Media Center

Members Present:

Fred Platt, Chairman
Jerry Alfano, Treasurer
Hope Atwell
Len Berry
Deborah Sheppard
Megan Yanes

- I. **Call to Order** – The meeting was called to order by Mr. Platt.
- II. **Welcome** – The chairman welcomed board members and guests in attendance.
- III. **Introductions** – Chairman Platt introduced guests and new board member, Dr. Len Berry, Director, Florida Center for Environmental Studies, FAU WPB Campus.
- IV. **Approval of Minutes** – Hope Atwell presented the minutes from the last board meeting. The minutes were approved without modification.
- V. **Recognition and Awards** – Chairman Platt acknowledged that at this time there were no awards or recognitions to be made.
- VI. **School Advisory Committee (SAC)** – Marc Hoppin shared with the board discussions that took place at the October 12, 2004, SAC meeting in regard to finalizing the school improvement plan. It was determined that the SAC needed more data to facilitate discussion prior to approving a final plan. The board had conditionally approved the plan and sent it back to the SAC for further discussion. The SAC also formed a six-member physical education/healthy lifestyles committee as part of a new initiative.
- VII. **Director's Report** - Glenn Thomas reviewed the status of the high school initiative. He reported that most students were progressing well and that study groups had been formed; that Sunrise Kiwanis provided \$600 for sponsorship and a Key Club had been established; that the Student Government Association held elections; and, that students were interested in forming a senior high National Honor Society and were awaiting a faculty sponsor.

Mr. Thomas also shared with the board that student preparation issues had been identified, particularly in mathematics, and that Ms. Yanes was assisting with math tutorials.

The issue of a weighted GPA is a concern of the students and parents and a policy addressing this is being considered but more input is needed from faculty, parents, and students prior to the establishment of a policy. The weighted GPA will be included in the pupil progression plan.

Dr. Berry asked if there was a problem with FAU faculty acceptance. Mr. Thomas responded that the students were at the top end of the curve in chemistry and that Dr. Ingrid Johansson, Associate Dean, College of Science, was on the steering committee, and was very helpful in building confidence in the students' abilities with FAU faculty. Additionally, Mr. Thomas will be providing a status report on the high school program to FAU faculty at the next Faculty Senate meeting.

The anticipated completion date for the middle/high school facility will be December 1, 2004, with a move date of January 1, 2005. Technical support and volunteers would be needed to assist with the move.

The Lee Street project is progressing with the street to become a curve, eliminating the 4 way stop. A traffic pattern for the school will need to be established; FAU traffic engineers are working toward this end. Traffic and parking options will be reviewed with Henderson faculty and staff as funding for the project is being provided by the university. University Parking Services may provide parking services. If so, faculty and staff will be required to purchasing parking stickers. Additionally, a fire lane must be provided for at Slattery's new facility and there appears to be a problem with fire ants in the eastside parking area. These traffic issues will be fixed this summer.

Mr. Thomas reviewed the ongoing renovations at Henderson for more instructional and office space as well as future renovations projects. Currently there are 47 exterior doors, which create security and air conditioning problems. More than half of these doorways will be renovated for storage areas. Megan Yanes expressed concerns about the need for more storage.

Mr. Thomas gave the board an update on the St. Lucie Charter School stating that it was back on track with meetings ongoing with the county school board. Chairman Platt asked if the charter school would have its own board. Mr. Thomas stated that this issue is not yet resolved and that the school may be using FAUS board policies and procedures and may include A.D. Henderson board members.

Mr. Thomas concluded his report with the status of the faculty's work on the process of developing criteria for the granting of promotions, continuing status, merit, and an appraisal system as part of the collective bargaining process.

VIII. Action Item – Chairman Platt asked for review and approval of the hurricane make up days. Discussion followed in regard to state requirements of number of school days and instructional hours. (180 days for all grades; 720 hours for grades k-3; 900 hours for grades 4-12.) Six days were lost due to the hurricanes. The Florida Department of Education gave a standard three-day waiver, leaving three days to make up. In reviewing data in which faculty were asked to vote for possible make up days, the following days, two of which were originally teacher work days, were selected: January 10, February 21, and March 28, 2005. It was noted that there may be an issue with grades 4-5 and a recheck may be necessary to ensure that calculations are correct in regard to instructional time. Some schedule adjustments may be necessary. Some concerns were expressed in regard to whether or not parents should be polled but it was determined that there could be too many options presented; the date of the FCAT, which will stay the same; and, the burden on the faculty as they will lose three faculty work days. However, the board did not have any major problems with the dates selected. Chairman Platt made a motion to approve the aforementioned days. Ms. Sheppard seconded the motion. The motion was unanimously approved.

IX. Discussion Items

Personnel Committee – Mr. Thomas gave the status of the Principal and Director's appraisal process. The process has been tabled until examples of other lab schools' procedures can be secured by Mr. Thomas as requested by the committee. There was discussion by the board as to how to provide for confidentiality as well. Mr. Berry pointed out an alignment problem on page two of the current appraisal document. Ms. Yanes stated it would be helpful to have responsibilities and goals of the director for the next review. Mr. Berry also made a recommendation that the appraisal be tied to performance.

Finance Committee – Mr. Alfano requested Mr. Hoppin to give the report. Mr. Hoppin reviewed the financial report with the board, citing reasons for changes made to the report layout and explaining expenditures. Mr. Berry asked why the foundation account was smaller; Dorothy explained it was due to salaried positions being moved and the salaries not re-budgeted. Discussion was held as to whether it would be possible to lower the activities fee for the 2005-06 school year from \$600 to \$500 depending upon the other expenses under operating expenses category. Dorothy responded that she would bring this information to the next board meeting.

Building Use Policy – Mr. Thomas requested that this item be tabled until the December board meeting, as it would be necessary to discuss issues with the finance committee. No motion was required.

Education Committee – Ms. Atwell and Mr. Thomas shared with the board discussions that took place on establishing a dispute resolution policy. The policy draft includes four levels as well as a definition of what constitutes a dispute. The board is not to be involved in the dispute, only in the process. Collective bargaining and state and federal issues will be examined as they relate to the policy. Chairman Platt asked the committee to send a copy of the draft to the SAC and continue to review feedback from teachers, administrators, and parents. The committee will have further discussions on the procedures and send the policy to the board for final approval.

Foreign Language Plan – Mr. Thomas shared that the Education Committee is to further review and refine the plan and bring it to the December board meeting for approval in January with implementation to begin next fall. Mr. Hoppin expressed that the SAC is also reviewing foreign language requirement and may want to attend Education Committee meetings in this regard. Some discussion was held as to why Spanish is the only language being offered. Chairman Platt asked that the Spanish teacher review the plan.

Board Policy Format – Discussion was held in regard to establishing a format for board policies. The board will continue to examine other small school districts' formats and will start with established board policies to fit format. Formats are available electronically and could be redone by a graduate assistant.

Future Board Meeting Dates – Discussion was held in regard to establishing future board meeting dates as the first Wednesday of the month. However, the first meeting of the board in 2005 will occur January 12 to allow for sufficient preparation time after the winter break. There was no opposition to the January 12 date but a final decision on the date for January will be made at the December board meeting.

Chairman Platt adjourned the meeting.