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**Crabapple Crossing Elementary School**

**School Governance Council**

**Meeting Minutes**

**Date:** Monday, November 13, 2023

**Time:** 4:00pm

**Location:** Administrative Conference Room

**Agenda:**

**Action Item: Call to Order**

**Action Item: Approve Agenda**

**Action Item: Approve October 16, 2023 Meeting Minutes**

**Discussion: Website Audit**

**Discussion: Superintendent’s Parents Council**

**Discussion: Cross Council Meetings**

**Discussion: Council Initiatives**

**Discussion: Charter Funds Expenditures**

**Information: Principal’s Update**

**Information: PTO update**

**Discussion: Items for Next Meeting’s Agenda**

**Action Item: Meeting Adjournment**

**Members present:**

Dr. Tresa Cheatham

Barbara Halbert

Laura York

Shelia Halter

Susan Huey

David DeStefano

Brittany Griffin

**District Representative:** None

**PTO Rep Present:** Jen Speers, PTO Co-President

**Other Guests:** None

**Action Item – Call the Meeting to Order**

* Barbara Halbert called the meeting to order at 4:04 PM.

**Action Item – Approve Agenda**

* The agenda was moved to be approved by David DeStefano. Susan Huey Seconded. All in favor.

**Action Item – Approve October 16 Meeting Minutes**

* The October 16 meeting minutes were moved to be approved by Shelia Halter. Susan Huey Seconded. All in favor.

**Discussion Item: Website Audit**

* Barbara Halbert advised our SGC website audit was perfect.

**Discussion Item: Superintendent's Parents Council Debrief**

* In Lauren Smith’s absence, this update was emailed to the SGC:
  + Review of Thought Exchange Data:
    - Master calendar was main topic shared
    - Teacher's thoughts-too many meetings and time spent with data collection
  + Division Updates from Communications:
    - Shared various new communication tools
      * The Educator (teachers)
      * FCS Messenger (parents)
      * Board Bulletin (all)
    - News media outreach (Fulton has done a great job of highlighting school events and accomplishments to local news sources)
    - Discussion on Balanced Scorecard
  + Emergency Plans and Safety Feedback:
    - Updated annually
    - General building information/emergency coordination/location of kits...VERY important to let substitutes know this information
    - Sharing of safety resources from county

**Discussion Item: Cross Council Meeting Debrief**

* Brittany Griffin attended for CCES and shared the following update
* Governance & Flexibility Updates
  + Timeline:
    - January: be sure to add a budget update on our January agenda
    - February: meet with Budget & Finance Committee to plan 24-25
    - March: bring budget to SGC for review and vote
    - All SY 23-24 funds need to be spent by Mar/April
  + Parent and Teacher Elections:
    - January: SGC recruits people to run
    - April: voting
    - This year we will have a live preview of school vote counts
* SGC Initiatives Across FCS
  + The purpose of our charter status is innovation; how can we use our dollars to fund more than floors and doors?
  + Webb Bridge MS: Service Learning
    - Funded purchase of books - 4 year plan, one grade-level per year. Each book connected with a service learning project students completed at school.
    - Also funded PD - consultant for coaching and workshops to help teachers develop executive functioning skills and build awareness of their own strengths
  + Dunwoody Springs ES: Teacher Wellness Room
    - 2 massage chairs, 2 leg massagers, water fountain, aroma therapy, Alexa, meditation station

**Discussion Item: Council Initiatives**

* Ideas:
  + Susan Huey shared an idea from Page Magazine: “Read and Ride” pedal bike for under desks. We already have several on campus, but Susan Huey will crowdsource students and teachers to gauge interest
  + Celebrate educators: Jen Speers shared that PTO has budget allocated this year for this line item
  + Authentic Learning: expand on “No Worksheet Wednesday” concept to fund service learning and/or authentic learning opportunities with local Milton businesses. Fund subs for grade level teams to collaborate with locals and plan the learning experience.
  + Interventions: are there any manipulatives or programs needed to support our Tier I 4th and 5th grade ELA action plan goals during tutoring from 7:10-7:40 AM?
    - Could MHS students volunteer to earn hours for Beta or NHS?
      * to do 1-1 or small group tutoring in the morning
      * work with small groups with high flying students to do more authentic, project-based learning?
  + Cameras to watch playground area
  + Security materials based on Security Audit (11/29)
  + Next step: SGC Educators to gather feedback on initiatives

**Discussion Item: Charter Funds Expenditures Proposals**

* In last meeting, Katie suggested mental health resources and PD
  + $4,000 spent on math manipulatives. Dr. Cheatham thought it was $10,000, but she will check her notes and request the additional $6,000
* **ACTION ITEM:** Dr. Cheatham requested $6,000 for math manipulatives for K-5 (not just K-3 which was covered initially) for a total of $10,000.
  + Motion: Shelia Halter; 2nd: Susan Huey; Unanimous vote to approve purchase

**Information Item: Principal's Update**

* Calendar update: Dr. Looney is focused on 180 days
* Questions:
  + Will daily hours be modified to get back to 180 days
* Ideas for SGC if calendar stays the same:
  + Pay for subs for grade-level teams in October and March
* Concerns
  + March and October for teachers
  + No one from CCES was on committee
  + July start date
  + January 2nd return for teachers (necessitates travel during New Years)
  + Very few PD days on the calendar
* Next steps:
  + Educators and community members need to send feedback to board members
* Cogburn Woods pantry initiative has been a success. Photos are forthcoming
* Safety assessment debrief on 11/29 with Dr. C and Mr. Johnson
* Ms. Kittleston is leading PBIS. Operational Certificate Award was received last week; hope to become a Distinguished school by end of year
* Jeans passes were awarded to the staff for CCRPI completion! Need for parents to complete the CCRPI survey.
* SRO is forthcoming, but we don’t yet have any information yet on what that will look like.

**Information Item: PTO Update**

* Jen Speers shared about Holiday Helpers for families in need; # of volunteers is low
* International Night Planning for the event on January 19th
* $12,000 estimate received for buddy bench and shade structure for playground; not yet approved
* Vandalism on new playground: removed bolts, damaged recognition sign. Reviewing video camera footage to determine next steps

**Discussion Item: Items for Next Meeting’s Agenda on 1/8/2024**

* SGC initiatives, Superintendent’s Parents Council Meeting, charter funds expenditures, budget update, safety assessment results if available

**Meeting adjourned at 5:05pm**