

**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**