**Medlock Bridge School Governance Council**

**Meeting Minutes – October 9, 2018**

**7:05 a.m. – 9:00 a.m.**

**Medlock Bridge Elementary School**

**Room 131**

**Call to Order:**

Ms. Gulley called the meeting to order at 7:05 a.m.

In attendance were:

* Neena Gulley, Parent / Guardian
* David Stahl, Parent / Guardian
* Louann Nannini , Appointed Community Member
* Marsha Foster, Elected Teacher
* Megan Lawrence, Elected Teacher
* Andrea Yenrick, Appointed Staff
* Katherine Fowler, Appointed Staff
* Scott Heatherington, Director of Governance and Flexibility, Fulton County
* Bill Thompson – Interim Principal
* Teena Talluri – GUEST (community)
* Randi King – GUEST (community)

**Action Item: Approve September Meeting Minutes (7:06 am)**

**Ms. Gulley invited us to review the minutes. After review, Ms. Nannini moved to approve the minutes as written. Ms. Lawrence seconded.** The motion passed by unanimous vote.

**Action Item: Approve Agenda (7:10 am)**

Ms. Foster moved to approve the agenda. Ms. Yenrick seconded the motion. The motion passed by unanimous vote.

**Discussion Item: Review Meeting Norms (7:12 am)**

Ms. Gulley read aloud the SGC Meeting Norms.

**Action Item: Finalize Council Composition (7:13 am)**

Ms. Gulley pointed out that we have 8 members and our council should be 9. We have invited two community members to the meeting today who wish to join the council.

Ms. Randi King spoke first. She is new here (first year) with a 1st grader. She works in sales for a software company. She is the Medlock Bridge HOA president. In that capacity she works with vendors & others in the community and has an interest in making sure MBES is successful.

Teena Talluri spoke second. She is a mother of two girls. They moved here from Florida. She has an MBA and works part-time. She loves the area & the school. The family volunteers a lot – churches, organizing events, homeless efforts.

After each spoke, Ms. Gulley offered time for questions but there were none.

**Discussion Item: Cross-Council Debrief (7:22 am)**

Ms. Lawrence and Ms. Gulley attended the cross-council meeting. RFF was a big topic. Ms. Gulley reminded us that for RFFs to pass we need to have a full council; therefore, filling our vacant seats is important for us to effectively participate in that process.

Ms. Lawrence stated that in her experience people didn’t know what the RFF process encompassed outside of work days. Mr. Heatherington is an expert in this area and explained it to the rest of the SGC.

Mr. Heatherington explained RFFs and the process thusly: “Think about what your critical actions are [from the Strategic Plan]. Think about how you can deliver and look for ways where you need RFF to better accomplish them.” Mr. Heatherington pointed out that most RFFs are for release days. He invited questions from the council.

Ms. Fowler asked for clarification around TAG-specific RFFs. Mr. Heatherington pointed to TAG Delivery – doing it a little bit each day instead of a single pull-out day – as an example of an RFF because the TAG Model is a full day Pull-Out.

Mr. Heatherington point out that some schools increase class size for specials through RFF. If you increase the class size of specials, you need fewer teachers. Expanding specials would let you spend money on main classroom teachers.

Mr. Heatherington reminded the council to use the RFF process to work around an administrative obstacle. There are certain things around federal guidelines that cannot be waived, e.g. milestones testing.

Ms. Lawrence stated that class-size is an important consideration for her. Some classes are large, and the Kindergarten-specific assistants often get pulled to help & support other teachers around the school.

Mr. Heatherington stated that RFFs waive policy but do not have any budgetary ties. Changing a policy around class size doesn’t change the budget/funding around ratios of teachers to students. Increasing class size doesn’t grant the school more money from the county to pay for teachers.

Ms. Gulley introduced the Exceptional Council Score Card. Copies were distributed. Also distributed was the Strategic Plan Monitoring Tool. We are required to post once a semester.

Mr. Heatherington clarified that it’s a status update of what we’ve been doing and helps to educate the school & community about the work we’ve been doing.

Ms. Gulley stated this will be posted on the school’s SGC page.

**Discussion Item: Current Strategic Plan Priorities (7:48 am)**

Ms. Gulley invited everyone to write down the three initiatives that each member believes the school is working on. Most people listed STEM progress, professional development and PBIS/Emotional/7-Mindsets as their three areas.

Ms. Nannini added that Connections has led to a large morale improvement.

Ms. King stated that she felt the PBIS and communication was going great. Her child remembers things he reads at school and she’s aware of volunteer opportunities.

Ms. Gulley pointed out this is a year of implementation of the strategic plan.

Ms. Fowler pointed out that Math & Language Arts Growth wasn’t mentioned. Ms. Lawrence stated that we are doing it, just not as the focus. Ms. Yenrick agreed and pointed out that historically math & reading were a strong focus and we’ve intentionally added & focused on other areas to develop the whole child.

**Discussion Item: Addressing and Implementing the “Community Champions” Initiative through Outreach & Communications Committee (7:59 am)**

Ms. Gulley introduced this as the big kick-off and invited Ms. Nannini & Ms. Fowler to introduce it.

Ms. Fowler distributed info about “WOW Day” from Sweet Apple. These are local businesses and parents that donate time to work with students and let them experience different activities (fencing, drumming, balloon animals).

The council was excited by the possibilities a community-oriented like this could bring.

Ms. Nannini stated that we should also involve the PTO because they’ve been working like this for years and could help. This could increase the working relationship between the PTO and SGC/MBES.

Ms. Gulley pointed out that an event like this lines up with our strategic plan.

Ms. King likes that it could expose kids to different things.

Ms. Nannini proposed focusing on getting the planning right and being sure we have an objective for the kids and the correct approach & adequate community involvement.

Ms. Gulley stated that we need to do something this year to stay on our plan objectives. It doesn’t have to be a WOW Day.

Ms. Lawrence stated that something like WOW Days focus on community and look primarily to be a community & people/culture event. It doesn’t need to include an academic part because we’re more than academics.

Ms. Yenrick suggested that a WOW Day would benefit from being an after-school event similar to STEM night.

Ms. Fowler pointed out that WOW Day wasn’t done by teachers. The sessions were produced by people outside of the school.

Ms. Gulley pointed out that after-school events do limit the students that can attend.

Ms. King pointed out that some businesses may not participate if their hours are constrained.

Ms. Nannini proposed that the community & collaboration committee put together a multi-year plan for producing WOW Day. She also made sure the community was aware of any security & vetting process for vendors.

Ms. Gulley is concerned that there is too much to accomplish in time.

Ms. Lawrence suggested things that could make it easier for the first year: after school and primarily parent-led.

Ms. King proposed looking for times during the day that could work.

Mr. Stahl suggested that we start small and that things that limit attendance may not be a bad thing as it’s more manageable at first.

Mr. Thompson stated that Mr. Vance left two thoughts to be communicated to the council. First, he wanted us to consider a Community Partner Forum to meet with community partners and show them around the school. Community Partner Day would be similar to WOW but much less complicated.

Ms. Nannini proposed a subcommittee meeting to work out days/dates/duration and then to see who can meet with the PTO and the teachers to get input.

Ms. Gulley asked if we can have results of talks with PTO & teachers for our next SGC meeting on November 13th.

Ms. Nannini said that’s possible if she would be able to meet with teachers by then.

Ms. Lawrence proposed that the subcommittee meet, draft a proposal, review with Mr. Vance, he’ll review it with the teachers and get their input and then we all meet again to talk.

**Principal’s Update (8:41 am)**

Mr. Thompson gave the update. He stated that Runapalooza raised almost $46,000. This money will be used to refresh technology, for teacher grants, grounds maintenance & other things the PTO pursues. The CCRPI scores will be published this month. Under last year’s rules MBES earned 93.9. There was a change to how scores are calculated and if you use last year’s scores and this year’s formula, our result is 86.6. So this year, we hope to be higher than 86.6.

**Discussion Item: Meeting Our New Administrative Assistant Andrea Yenrick (8:45 am)**

Ms. Yenrick was invited to introduce herself and tell us about her position.

Ms. Yenrick previously taught for 11 years and is now the admin assistant in charge of RTI and SST.

Ms. Yenrick: RTI (Response To Intervention) is required by Fulton county. 80% of students are tier 1 and do not require additional support. Tier 2 students require a few additional services such as reading and math strategies. Tier 3 students require more interventions in academics and behavior. She’s in charge of Tier 2 (95 students who meet with their teacher for an additional hour of instruction) & Tier 3.

Ms. Yenrick also collects data on how these strategies are working and looks to change where needed. She meets with teachers & parents to review them.

As the Admin Assistant, she handles discipline, cafeteria & classroom matters. She does teacher classroom walkthroughs and rates & critiques teachers.

**Discussion Item: Set Next Meeting Agenda (8:53 am)**

Ms. Gulley asked that the Outreach & Communications speak about a potential WOW Day at the next meeting.

Ms. Gulley challenged the SGC to look for RFF ideas.

Ms. Gulley reminded us that we need to finalize our council composition.

Ms. Nannini thanked the community members for coming today.

Ms. Fowler moved to adjourn. Lawrence seconded. The motion passed unanimously, and the meeting adjourned at 9:00 am.