



# MEETING MINUTES

## State Bridge Crossing Elementary School Governance Council

Date | time 10/18/2023 | 7:00am | Location SBCE Conference Room

### SGC Members

Brooke Scharfstein, Principal | Leanne Finn, Appointed Staff (Chair) | Selena Rosario, Teacher | Pam Johnston, Appointed Staff | Nicole Capps, Teacher (Vice-Chair) | Holly Smith, Parent | Courtney Walton, Parent | Jessica Varga, Parent | Kevin Skrada, Community Member (Parliamentarian) | Saiesha Sylvester, Community Member |

Time	Item	Owner
7:00am	Call to Order-Leanne	Finn (Chair)
7:02am	Action Item: Approve Agenda-Motion to Approve: Holly; 2 <sup>nd</sup> -Nicole	Finn (Chair)
7:05am	Action Item: Approve September Meeting Minutes-Motion to Approve: Selena; 2 <sup>nd</sup> -Pam	Finn (Chair)
7:07am	Discussion Item: SY23-24 Council Initiatives*	Finn (Chair)
7:15am	<p>Discussion Item: Charter Dollar Expenditure Proposals</p> <p><b>Scharfstein:</b> Has a Charter and Expenditure proposal: PBIS Charter dollars and PawMart-new improved items needed: Jibbitz for Crocs, stickers, ice cream sundae party, pbis popcorn, etc... Need \$4k for the year.</p> <p>This is also our 2<sup>nd</sup> year in a row at Distinguished PBIS level and you must show improvement in our data.</p> <p><b>Nicole:</b> Proposed adding an additional amount so that teachers can implement PBIS in their classrooms as well. The total needed would be approximately \$4500 total for this.</p> <p><b>Leanne:</b> Motion to Approve PBIS dollars for Teachers individual classrooms; Holly made Motion to Approve; 2<sup>nd</sup>-Jessica; All in favor.</p> <p><b>Leanne:</b> Motion to Approve PBIS Money/PawMart; Motion to Approve-Nicole; 2<sup>nd</sup>-Pam</p>	Finn (Chair)
7:30am	<p>Informational Item: Principal's Update</p> <p>A. Upcoming School Events  <b>Scharfstein:</b> Recently had Fall Festival, which was a success. Red Ribbon Week, Hearing Screenings. Activities found in PawPrints Newsletter</p> <p>B. Semester Action Plan Review  <b>Scharfstein:</b> One of our goals is attendance-95% is our goal and would like to maintain this. We're currently just below 94%, but we're unsure if PreK counts. Currently all grades are doing better in terms of attendance. If a student has excessive days missed,</p>	Scharfstein (Principal)

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	<p>then a social worker gets involved. We currently have 4 students in the severe category, 2 of which are in PreK. In looking at data for our school, we notice that students are usually absent because of family vacations when there is a 4-day weekend, Jewish holiday, etc...Kids don't come to school as often on Fridays, so we are going to let parents know that if your child is at school until 11:15am, that will still count as them being present for the whole day. To avoid being counted as absent, you can check your child out after that time. We have yet to have a day where no one is absent.</p> <p>Another goal is to work on our test results. For ELA, we need to work on writing for 3<sup>rd</sup> grade. This is an issue of vertical teaming to address.</p> <p>I-Ready Diagnostics: We have lots of green in the beginning of the year. This can be attributed to working on phonological awareness, and big gains in vocab. We're even when it comes to informational text. For Math portion, especially Geometry usually lots of yellow and red-meaning we need to work on this. Measurement and data are usually a struggle for us on GA Milestones. Based on our school data, we must work on all math areas evenly.</p>	
	<p>C. District Score Card</p> <p><b>Scharfstein:</b> This can be found via <a href="http://www.fultonschools.org">www.fultonschools.org</a>, click on Board, then Balance Scorecard to access school profile reports. You must scroll all the way down to 'S' to get a quick snapshot of SBCE. There is data that is updated every night. For example: number of students, mobility rate, CCRPI testing-GA Milestone, program enrollment-5.81 growing, and can also look at finances and work orders.</p>	
7:45am	<p>Discussion Item: Fall Cross Council Meetings**</p> <p><b>Leanne:</b> We need 2 members to attend one of the sessions. Will find out exact date.</p>	Finn (Chair)
7:50am	<p>Discussion Item: Website Audits***</p> <p><b>Leanne:</b> We received results from website audit and have a few items that are going to be fixed/corrected. Helpful in letting us know what we need to update. Only 1 school had a perfect audit, so we will work on this.</p>	Finn (Chair)
7:55am	<p>Informational Item: Parent/Superintendent Advisory Council Update</p> <p><b>Sai:</b> There is quite a bit of information. These were the topics discussed on 9/27/2023: Intros, Feedback, Calendar Parameters, Operation/Division Update, and Q&amp;A with Dr. Looney.</p>	Sylvester (Community Member)

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	<p>Communication is going well. Fulton county was recognized for having 22 Literacy Leaders. SBCE-Achievement where 90% of 3<sup>rd</sup> graders read at or above level for #EveryChildReads.</p> <p>Fulton had 3 Title I Distinguished Schools, Amana Academy being one of them.</p> <p>Upcoming Announcements: Parent Literacy Units PK-2-parents to support kid literacy journey; Friday, Sept. 30<sup>th</sup> was release date. Parents can earn a certificate for completing each unit. Red Ribbon Week Oct. 23<sup>rd</sup>, Oct. 2<sup>nd</sup> all staff had to wear royal blue to signify 'make friends' day, Oct. 9<sup>th</sup>-stand up for others week, Oct. 16<sup>th</sup>-include everyone week.</p> <p>Operations/Division Update: Transportation challenge: Driver shortages, Innovation: Bus simulators, 660 plus routes daily, over 1m route miles traveled monthly, offering paid training opportunities. Capital Programs: Success-\$138m in summer work, Challenge-Market conditions, Innovation-Revising project management strategies. School Nutrition: Success-Feeding more students, Challenge-Hiring qualified nutrition managers, Innovation-In-house seasoning blends/quick scratch cooking. Facilities and Maintenance: Success-Reduced open maintenance requests, Challenge-Hiring qualified technicians, Innovation-Preventative maintenance services. Operational Manning-enrollment projections, redistricting, and consolidation in SE district. Has been using a balanced scorecard to track work being done and see work order live. Instructional Calendar for 2025-2026 School Year: Top thoughts from stakeholders-balanced calendar, uninterrupted instructional time, aim for 180 instructional days. Draft of Parameters: Include a full week break for staff and students in fall and winter-this is a new proposal. Why Alignment Matters-majority of our employees live in Fulton County, next Cobb, then Forsyth. This year Fulton has 175 instructional days.</p> <p>Q&amp;A with Dr. Looney: He doesn't see it happening where we can align our breaks with other school districts. We have 10 extra days that teachers must work when students are out, so we need to work on this. Had high damage rates on computers. Trying to work on this. It's difficult to keep these computers in good working order. SPLOST dollars pay for student and staff devices.</p>	
8:00am	<p>Discussion Item: Draft Next Meeting Agenda</p> <p><b>Scharfstein:</b> What to work on and what did well last year for SGC goals</p>	All Members
8:02am	Action Item: Meeting Adjournment-Motion to Approve-Holly; 2 <sup>nd</sup> -Pam.	Finn (Chair)

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### Meeting Norms

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Silences Phones | Be Respectful of Others' Opinions | Work for the Good of All Students

\* SY23-24 Council Initiatives: Begin discussions to determine the focus of the council's upcoming work. Lean on your school's Semester Action Plan to ensure the work of the council is aligned with the goals and initiatives being targeted by the school leaders. Task the council with prioritizing 1 – 2 initiatives the SGC could lead or support throughout the year.