

NLAE Board Meeting Minutes

December 21, 2024

I. Call to Order-the meeting was called to order at 9:02 AM EST

II. Roll Call-In person-Director Foward, Mr. Carter Wilson, Mrs. Christine Chen, Dr. Matisa Wilbon; Online-Ms. Theresa Thomas; Absent-Mr. Willie Tolbert

III. Review minutes from the previous meeting on Saturday, November 16, 2024-Minutes were approved as read.

IV. NLAE Mission and Vision-read by Christine Chen

V. School Updates

- Past Events
 - Thanksgiving Break: *November 25 - 29, 2024*
 - SWCC Holiday Shop: *December 2 - 6, 2024*-fundraising project raised-\$6,000
 - *Holiday Concert (Middle School): December 10, 2024*
 - *Top Ladies of Distinction Winter Hat/Scarf Donation*
 - Staff Celebration: *December 17, 2024*-several teachers were recognized for their outstanding work and support of students.
- Upcoming Events
 - Winter Break: *December 23 - January 3, 2024*
 - *Administration returns January 2, 2024*
 - *All other staff returns January 3, 2024*
 - Mid-Year Instructional Institute: *January 3, 2024*
 - *Focus: Shared Vision, MTSS Implementation, and LSPI SY 25-26*
 - School Store Fundraiser: *January 13, 2024 (ongoing)*
 - MLK Jr. Day, no school: *January 20, 2024*
 - Honor Roll Assembly: *January 21, 2024*
 - Lunar New Year Week: *January 27 - 31, 2024*
 - Digital Learning Day #3: *February 7, 2024*
 - Student/Teacher Holiday: *February 13 - 17, 2024*
 - Black History Program: *February 27, 2024*
 - HB 538-The Georgia Literacy Act. This act mandates literacy training for teachers that must be completed by the end of the academic year.

VI. Enrollment

- Current Enrollment for SY 2024-2025-**635 Students**
- Re-enrollment period: *ended December 20, 2024*-**532 Students**
- Open Enrollment period: *December 20, 2024 - January 31, 2024*
 - School Tour: *January 3, 2025*
 - Advertisements

- Gwinnett Magazine - ongoing
- Lamar Signs / Clear Channel Outdoor (billboards)
- NLAE Website
- NLAE Marquee
- GCPS Website/TV
- Daycare Flyers
- School Lottery: *February 5, 2025*

VII. PBIS Updates

- Discipline Update-

VIII. Testing Updates

- Gifted Assessment Overview-20 students were identified as gifted
- District Assessments-indicates overall those areas each class mastered and those areas where students need more review. Math is an area of opportunity across all grades.
- iReady (Mid-year)-data indicates that math is an area of opportunity across all grades.

IX. Academic Updates

- Grade Recovery (Middle School)
- Staffing
- Number of Students

X. Employee Services

- Mid-Year Instructional Institute-January 3, 2025
- Teacher Evaluations
 - Two Brief Observations
 - Mid Year Conferences
- Letters of Intent: *February 3, 2025*
- Offer Letters: *February 28, 2025*
- Teacher Contracts: *March 14, 2025*

XI. School Nutrition Program

- FY Equipment Grant Document Submission in progress
 - Milk Cooler for Elementary School purchased November 13, 2024
- Free and Reduced Lunch (FRL) Eligibility
 - 66.3% Total Free/Reduced Lunch
- Average Daily Participation in Lunch Program: 198 students
- Administrative Review in progress, ends February 2024
 - Off-site review of documents in progress

- Financial overview of School Nutrition Program-a review of the financials for the school nutrition program warrant the need to revisit potential new vendors

XII. Financial Update

- Financial Report-Motion was passed to accept the financial report as read.

XIII. Facilities

- Middle School Flooring-there have been some challenges in the LVT flooring in the main campus.

XIV. Board Updates

- Georgia School Board Association Conference Reflections
- Next Meeting: *February 15, 2025*
- Spring Board Training-

XV. Adjournment-meeting was adjourned at 10:53 AM EST.