Cherokee County School District

Little River Elementary
School Council Meeting Minutes

DATE	Wednesday, September 16, 2026
TIME	7:30am
LOCATION	Little River Conference Room
SCHOOL COUNCIL MEMBERS	Dr. Joni Adams, Principal Christina Behne, Teacher Candida McClairen, Teacher Jessica Howard, Parent (Chairperson) Lizzie Baker, Parent (Secretary Andrew Byberg, Parent (absent) Meredith Combs, Parent (absent)

CALL TO ORDER
Meeting called to order by Dr. Joni Adams at 7:35am.

AGENDA

1. Members watched the School Council Training Presentation video, provided by CCSD.
2. **Updated Check-In Procedures**
    a. **Conference Week**: Parents will receive a blue armband to wear on their designated conference date, which they will hold up at the camera at the front door of the school (instead of their ID) to be buzzed in and sent to the child's classroom. The armbands will be sent home with their child prior to conference week. Armbands will include the parent's name and date/time of their conference.
    b. **Fun Run (10/13):** Parents who sign up ahead of time (SignUpGenius will close on Wednesday, 10/7) will receive a bright orange nametag to wear to the Fun Run. This will save them from having to check in at the table upon arrival. Again, these will be sent home with their child prior to the Fun Run.
    c. Plan to do something similar for 5th Grade Graduation.
3. **Conference Week Extended Day**
    a. The Extended Day option (11:30-2:15) during Conference Week will include structured activities for the kids.
    b. Not currently being widely promoted, as LRE doesn't have the resources for it to be an option for the entire student body.
    c. There will be an option for parents to pick which days they would like to use it. (For example, only on the day the parent is attending a conference.)
    d. Parents have shared that, whether they will be taking advantage of Extended Day or not, they feel seen in having the option available.

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4. **Conference Week Details**
    a. The goal of Conference Week is to provide dedicated time during school hours for teachers to meet with students' parents. The new CCSD board policy (IHE) has put forth guidelines on retention. The school has a responsibility to not move students forward in their education if they aren't ready. These conferences aim to help bring parents into those conversations early on.
    b. The county provided initial feedback and sign-up forms for all elementary schools across the district to use, but after those documents are sent the school has autonomy on how to execute.
    c. Dr. Adams spent 13 years as a teacher in Cobb County, where Early Release Conference Weeks were an annual occurrence, so she has best practices to put in place.
    d. Each teacher will have a uniform conference form with a student summary for each parent, whether or not they attend a conference.
    e. Since the students will be at school until 11:30, each Early Release Day will still count as a full school day.
    f. School Council to gather feedback from other parents on how this year goes. Since it's the first year, we know there will be opportunities for improvement moving forward.
5. **Review of Leadership Qualities of a Principal**
    a. All School Council members to review and provide feedback on the Leadership Qualities of a Principal document (attached).
6. **Misc.**
    a. Jessica Howard voted in as Chairperson.
    b. Dr. Adams to reach out to Meredith Combs about serving as Vice Chairperson.
    c. Kids are raving about music class! Ms. Conrad seems to be making it such an engaging and fun environment.

ACTION ITEMS
All school council members to review Leadership Qualities of a Principal and send feedback to Lizzie Baker (ebaker115@gmail.com) by Monday, October 5th at 3:00pm. Lizzie will compile feedback and send to Dr. Adams on October 9th.

NEXT MEETING
Wednesday, December 9, 2026 at 7:30am in the Little River Conference Room

ADJOURNMENT
Meeting adjourned by Dr. Joni Adams at 8:21am.