



Hembree Springs Elementary School Governance Council Meeting minutes

Date: Friday, January 17, 2020
Time: 7:03 – 8:06 am
Location: Hembree Springs, CST Offices

In attendance:

Laurie Woodruff	Heidi Forsyth	Chandra Stevens	
Jenn Mizzell	Jose Velarde	Frank McGonagle	Freddie Benschine
Holly Marzetti	Lisa O’Hanlon	Carrie McAtee	

Action Items

- Motion to Open (JM, second HF) – Passed unanimously – Meeting opened at 7:03
- Motion to Approve Agenda with amendments (LO, Second CS) – Passed unanimously
- Motion to Approve 2019-2020 Flexible Funding on shade structure- combine with 2018-2019 funds (LO, Second CS)- Passed unanimously
- Motion to Approve RFF to have school on April (4/21/2020) and May (5/19/2020) election days (LO, Second CS)- Passed unanimously
- Motion to Adjourn – (JV, second CS) – Passed unanimously – meeting adjourned at 8:06am

Discussion Items and Follow-up Actions

Public Comment

- Electronic Public Comment regarding the April and May RFF days was shared. 8 emails were received. All public comments received were in favor of HSES holding school on both days.
- Frank McGonagle received one verbal public comment. A parent had a concern about student safety at HSES since Elkins Pointe Middle School is a polling location. Lisa O’Hanlon (for Elkins) and Laurie Woodruff shared that they will request additional school resources officers and Roswell PD be present to ensure the safety of staff and students.

Principal's Update

- Laurie provided update's on budget timeline
 - There is an extra week allotted to schools to plan and approve school budgets this year.
 - Budgets must be approved by February 28th.
 - The February 26th SGC meeting will need to allow for a budget presentation, question time, and action to vote to approve budget.
- Laurie shared 2020-2021 Projections
 - HSES is projected to have 567 students next year.
 - This school year was projected to have 579 students enrolled, and we currently have 621 enrolled.
- Laurie shared School Updates
 - Teacher of The Year and Professional of The Year
 - Aarti Nangia (5th grade) won Teacher of the Year
 - Laura Fudali (special education paraprofessional) won Professional of the Year
 - These two staff members will move on to represent HSES at the county level.
 - The first semester Best of The Nest student recognition, as part of our PBIS, breakfast is being held on 1-17-20 at 7:15am to honor students who received the award
 - Lisa had questions regarding the Saturday Academy. Laurie shared that Saturday Academy will focus on building skills. Learning will occur but will not be as restrictive and structured as a Saturday school. Students will participate in learning opportunities, but it will not be a test prep session. Snacks will be provided.
 - Lisa suggested a name change in order to make the program sound more inviting.
 - Lisa offered to attend first session and take photos to share to promote a positive image of the program.

Hembree Springs SGC Discussion

- Freddie shared that he and Laurie updated the strategic plan monitoring tool and it is available to view on the SGC OneDrive and website.
 - At the February SGC meeting, we will dive into the monitoring tool to understand components and update with mid-year data.
- Freddie shared that February 4th will be a cross-council meeting at 6pm. Laurie, Lisa, and Holly volunteered to represent HSES.
- Lisa shared that February 5th Elkins Point will have a showcase to let the community see what Elkins is working on. Carrie and Jenn confirmed their attendance.

Update on Flexible Funding and Action Item

- Laurie shared the update on the flexible funding for shade structures.
 - The current quote for the shade structures for the playground is \$98,000. We have to receive 3 quotes per county guidelines before purchasing. The principal's assistant has stepped in to support this process.
 - Laurie has requested these quotes based on pieces being purchased to customize order to fit price range and budget.
 - SGC members provided feedback that if we were to customize the order, to purchase benches first.
 - We currently have a reserve of \$85,000: this money includes 2018-2019 left over flexible funds as well as 2019-2020 flexible funds.
- Lisa motioned to approve the use of 2019-2020 flexible funds on the shade structure and playground updates. Chandra seconded the motion. Passed unanimously.

RFF Days Discussion and Action Item

- HSES put out an RFF to have school on April 21st and May 19th election days for public comment. Parents that provided comments are in favor of having school.
- The April date is in the middle of Milestones testing for 3rd and 5th grade. This date will not have an impact on the testing schedule.
- The May date was tentatively scheduled for the 5th grade picnic. If school is not held, the picnic and promotion timeline will need to be adjusted.
- Lisa motioned to approve the RFF to have school on both days. Chandra second the motion. Passed unanimously.

Next meeting agenda

- Strategic Plan and monitoring tool review- discussion
- Elections Update
- Approve Minutes from November and January meetings- action item
- Review and approve budget- action item

Motion to Adjourn

- Motion to Adjourn (JV, Second CS) – passed unanimously – meeting adjourned at 8:06am

Calendar Review and Update

- Next Meeting: Wednesday, February 26th at 2:45pm.
- Budget Committee Meeting: February 12th at 2:45

- Outreach and Communication Committee Meeting: January 30th at 2:45