



# AGENDA

## Spalding Drive Elementary School Governance Council

*Date | time* 5/11/2021 | 7:20am | *Location* Virtual  
SGC Website: <https://www.fultonschools.org/domain/3340>

Public may attend the meeting by joining this link: <https://bit.ly/2QHkrSd>

### SGC Members

Lynn Johnson, Principal | Kimberly Parkman, Elected Parent | Nicole Waller, Elected Parent (Chair) | Simone Warner, Elected Parent | Melany Jshames, Elected Teacher (Outreach and Communications Chair) | Erin Sandell, Elected Teacher (Budget and Finance Chair) | Chris Calnin, Community Representative | Mike Perry, Community Representative | Tanner Lowery, Appointed School-Based Employee (Vice-Chair) | Lisa Jeffcoat, Appointed School-based Employee (Parliamentarian)

Time	Item	Owner
7:20am	Call to Order 7:27 Meeting called to order by Ms. Waller	Ms. Waller
7:21am	Action Item: Approve Agenda 7:27 Motion to approve agenda – Sandell 2 <sup>nd</sup> - Lowery	Ms. Waller
7:23am	Action Item: Approve March 2021 Meeting Minutes 7:28 Motion to approve March minutes – Sandell 2 <sup>nd</sup> - Lowery	Ms. Waller
7:25am	Informational Item: Principal Update 7:28 (Johnson) – Planning end of the year events. All grade levels are planning something special in classroom or outside. 5 <sup>th</sup> grade will have pretty typical end of year activities with some adjustments due to Covid. Clap out at the end of the day, as always. Parents will be outside. Transition with Ms. Rosenthal is going well. She came to school last week to meet with Ms. Johnson and Ms. Arias. She also met the rest of the admin team. Ms. Johnson told the students on Friday during the announcements that she is retiring. Constant communication between Ms. Johnson and Ms. Rosenthal is happening. A OneNote file has been created to share important staff and budget information. We must fill the IST position. Ms. Fleetwood is returning to North Springs HS to teach. Ms. Rosenthal is working with special education Zone 4 program specialist to fill the position. A Literacy Coach position has been approved by the county using Federal money to fund the position. Every school will be getting a coach. The position is about modeling and coaching reading instruction. The coach will receive their own professional development and then redeliver it to the teachers. The other half of the job is about teaching children. Dr. Looney wants the person in this role to stay sharp in their own reading instruction skills. The position will most likely be filled by a teacher currently in the classroom. The school will be interviewing for this position on May 18. Ms. Rosenthal, Ms. Walker, Ms. Walton-Wyche, Ms. Jeffcoat, and Nicole Trow, Humanities Program Specialist for Zone 4. Ms. Waller asked when Ms. Rosenthal's first day will be. It will happen in June. She will have to finish up at Manning Oaks before officially starting here full-time. She will most likely go back and forth between the two schools. Ms. Johnson thanked the SGC for their work. She appreciates the council's dedication to the school. She thanked Ms. Sandell, Ms. Jeffcoat, Ms. Warner, and Mr. Perry for all they have done for the SGC and Spalding Drive. She especially thanked Ms. Waller for leading the SGC. She welcomed Ms. Stifel, Ms. Gray, and Ms. Johnson. Ms. Waller thanked Ms. Johnson for 7 years of service, especially over this past year of challenges.	Ms. Johnson

7:35am	<p>SGC Elections Update:</p> <ul style="list-style-type: none"> <li>A. Thank you to departing SGC Members: <b>Erin Sandell</b> (teacher representative), <b>Simone Warner</b> (parent representative), <b>Lisa Jeffcoat</b> (appointed staff member), and <b>Mike Perry</b> (community member). THANK YOU for your service!</li> <li>B. Announce new SGC Members: <b>Sarah Gray</b> (teacher representative), <b>Julie Alterman Stifel</b> (parent representative), and <b>Crystal Walton-Wyche</b> (appointed staff member). Welcome!</li> <li>C. Action Item: Vote to approve <b>Candice Johnson</b>, Director of Family Ministries at Sandy Springs United Methodist Church, as the new community member.</li> </ul> <p>7:44 (Waller) – Thanked Ms. Sandell for her work on the Budget Committee. Ms. Warner stepped up when she was needed. She thanked Ms. Jeffcoat for taking minutes. Mr. Perry was also thanked. She welcomed the council’s new members.</p> <p>7:45 (Action Item) – Ms. Johnson introduced Candice Johnson. She has a daughter in kindergarten. While they were emailing about her daughter returning to school this semester, Ms. Johnson remembered Ms. C. Johnson is the Director of Family Ministries at SSUMC. Having faith leaders involved in the SGC is always important. She formerly ran the after-school program at SSUMC, so she is familiar with the school. Ms. Parkman served on the board with her previously.</p> <p>7:48 – Sandell makes a motion to approve</p> <p>Jsames – 2<sup>nd</sup></p> <p>All members vote “yes” to approve</p>	Ms. Waller
7:40am	<p>Strategic Plan Pillar #4: Fiscal Responsibility</p> <p>Informational Item: Presentation on items purchased with Charter Dollars</p> <p>7:49 (Waller and Johnson) - Ms. Johnson and Ms. Jsames worked on a video to show the Jigabots in use. She can include a link in the Tiger Connection. Ms. Johnson shared the video with the council. Ms. Johnson said she could add pictures of the tables that were purchased. Ms. Jsames has pictures of them. Ms. Waller mentioned the Communication Committee can work to share out more information on how we used the Charter Dollars this year to highlight the Council’s work. Ms. Johnson will check with the teachers to ensure the students in the video have media release forms before she can include the link in the Tiger Connection.</p>	Ms. Johnson & Ms. Jsames
7:50am	<p>Strategic Plan Pillar #2: People and Culture</p> <p>Informational Item: Communications Committee to advise on ideas for more effectively communicating SGC’s work to stakeholders</p> <p>7:58 (Parkman and Jsames) – She and Ms. Jsames have had trouble finding time to meet. They have talked about talking with Ms. Rosenthal to see what ideas she has from her school about how they communicate with stakeholders. Ms. Jsames shared the idea of creating a Sway to share more info about Council members with the community.</p> <p>July Goal: Work on ways to communicate SGC’s work</p>	Ms. Jsames & Ms. Parkman
8:00am	<p>Strategic Plan Pillar #1: Student Achievement</p> <p>Informational Item: Update on annual testing and preliminary results</p> <p>8:03 (Johnson and Jeffcoat) – Ms. Jeffcoat shared that all K-5 students have begun the diagnostics. The window does not close until May 26, but the school’s goal is to finish by this Thursday, 5/13. Ms. Johnson shared that while we do not have a final data, the preliminary data for students that were in the red has decreased. We do not have Milestones results yet.</p>	Ms. Johnson & Ms. Jeffcoat
8:05am	<p>Strategic Plan Pillar #3: Community Collaboration</p> <p>Informational Item: Provide update New Parent Buddy Program</p> <p>8:06 (Parkman) – Ms. Parkman shared with new council members about the program’s purpose to have a parent to reach out to for guidance on parent questions. Since our last meeting, she came up with an outline that she shared with Ms. Waller. Ms. Waller shared that the concern with matching parents is we have to share their personal contact information. The goal is for the existing family will be able to reach out to the new family over the summer. Is this something the school administrative team can help with? Ms. Johnson said we would need to start off with a survey to parents over the summer to see who is interested. Someone at the school would have to send out the survey. Ms. Arias can do this. The wording in the survey would have to include that the parent is ok with their contact</p>	Ms. Parkman

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information being shared. Then that information could be sent to Ms. Parkman and Ms. Waller. Kindergarten is tough as they register rapidly and randomly over the summer. Ms. Haralson can pull email addresses for new families so a survey can be sent to them over the summer. A flyer would be helpful to give new parents as they bring up their paperwork this summer. Parents do not always come in, so the flyer may not help with everyone. Ms. Waller said she and Ms. Parkman can work on this over summer. Ms. Waller suggested we limit to only K-5 families because everyone in PK is new. Ms. Johnson can send out the survey to all families easily. She can then just select the new families' names to send out their survey. Ms. Johnson wants to ensure the info from the surveys will be accessible to all. Ms. Jeffcoat shared that the interest survey needs to go out soon so the Council has an idea of the number of interested parents before sharing the survey with new parents. The Council wants to have ensure there are enough parents for each new family. Also, it was suggested Mr. Stevenson work with the pairing of families. Ms. Johnson will reach out to him about it. Ms. Jeffcoat suggested the name "Paws Peers" for the new program.

8:10am Discussion Item: Complete [SGC Reflection Form](#) (see Mid-Year Reflection form as reminder) Ms. Waller

8:20 (Waller) The council discussed the answers to the Reflection Form for submission. Ms. Jeffcoat submitted the council's answers.

8:13am Discussion Item: Schedule summer meeting and set agenda Ms. Waller

8:39 (Waller) – Tuesday, July 13 was suggested by Ms. Waller. 10:30 in the morning was recommended as the time. Ms. Johnson will add the date to the shared calendar she has with Ms. Rosenthal.

8:15am Action Item: Meeting Adjournment Ms. Waller

8:41 (Waller) – Ms. Waller thanked the council again for a great year. She thanked Ms. Johnson again and told her she would be missed.

8:42 – Motion to adjourn Sandell  
2<sup>nd</sup> - JAMES

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## Meeting Norms

**Be on time, prepared, and engaged | Everyone contributes | Focus on solutions, not problems | Consider all students in all decisions**