

**Hope-Hill Elementary School**  
**Date: Thursday, November 3, 2022**  
**Time: 5:30p**  
**Location: Virtual Zoom Call**

- I. Call to order: 5:36p
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Maureen Wheeler	P
Parent/Guardian	Alex Wu	P
Parent/Guardian	Amanda Siegel	P (at 6:10)
Parent/Guardian	Robin Tolochko	P
Instructional Staff	Natalie May Walther	absent
Instructional Staff	Jocelyn Nettles	P
Instructional Staff	Khadijah Williams	P
Community Member	Carol Cooley	P
Community Member	Donell Woodson	P
Swing Seat	Tonya Gaston	absent
Student (High Schools)	Vacant	

Diane Jacobi was present for the whole meeting

Quorum Established: Yes

**III. Approval of Agenda**

**Approval of Agenda**, with approving the change to the agenda so we can fill the open committee seat: Motion made by: Alex Wu; Seconded by: Carol Cooley

Members Approving: All

Members Opposing: 0

Members Abstaining: 0

**Motion Passes**

**IV. Public Comment** (no public comment was made)

**V. Action Items**

a. **Approval of Previous Minutes:** Motion made by: Alex Wu; Seconded by: Robin Tolochko

Members Approving: All

Members Opposing: 0

Members Abstaining: 0

Motion Passes

b. **Approval of Strategic Plan:**

Ms. Wheeler mentioned that we had options to either approve Strategic Plan as is, or discuss the Strategic Plan during the Principal's Report and hold the vote until the next meeting, and that decision is up to the Committee. Diane Jacobi said that it is her recommendation to discuss what we have for the SP now, and discuss if there are going to be any changes, rather than approve it now, then discuss and have to revote on changes to the SP. She also reminded us that we could approve it or take additional time to decide on an SP that we are comfortable with.

- c. **Approval of filling vacant seat on Go Team:** Ms. Tonya Gaston regrettably had to resign her seat due to her work and travel commitments but hopes to still assist. Ms. Wheeler recommended Mr. Derek Ross who has twins in kindergarten. He brings financial experience that would benefit the GO team and school. Mr. Ross has a lot of community service with at-risk youth and is aware of the challenges facing public schools. He runs a credit card business of City Bank.

Robin said that part of the GO Team tasks is to help establish a Strategic Plan with Ms. Wheeler, and asked Mr. Ross his vision for Hope-Hill for the next 5 years. Mr. Ross would like Hope-Hill to be the school that others emulate for diversity, talent within the school, ability to mold struggling students into well-equipped ones, and build a school that is in touch and emersed in the community. He feels like Hope-Hill is already on the journey.

Motion made by: [Carol Cooley](#); Seconded by: [Robin Tolochko](#)

Members Approving: All

Members Opposing: 0

Members Abstaining: 0

Motion Passes

## VI. Discussion Items

- a. **45-Day Continuous Improvement Plan (CIP) Update:** [\(this was absorbed into the Principal's Report\)](#)
- b. **Strategic Plan and CIP Alignment**
- i. Our goals were written on a 5 year plan, based on where they were vs. where we want them to be. We develop our priorities and strategies based on APS Strategic Priorities. We have tried to take everything in the

Strategic Plan and make sure it is aligned with the Continuous Improvement Plan.

Ms. Wheeler feels comfortable that has been done. Ms. Wheeler thinks that we have shown growth in our early data. Her recommendation is that we delay the vote to make meaningful adjustments at the next meeting.

CIP teams have been working with principals. Plus, although priorities aren't changing, perhaps strategies are for trying to achieve goals.

- ii. Robin asked Diane about the similarities of strategic goals between schools. Diane explained that we have to align with the district so some goals of elementary schools are similar (like the attendance goals, and those involving reading, writing, & arithmetic) but the way we go about it is different. Also, Principals work with the district team to help create SMART goals, but are customized to the school.

## VII. Information Items

### a. **Principal's Report**

In reference to the Strategic Plan, Ms. Wheeler shared a timeline for Go Team. We are currently on stage 4 ("GO team will review and possibly update school strategic priorities"), but we need to vote before winter break so we can align our budget with our SP priorities.

CCRPI overview will happen at the next meeting because will include current data. Our data is still currently in embargo with the state.

Our 1 year Continuous Improvement Plan with the district sets our SMART goals and action steps and outcomes.

The Strategic Plan with the GO team is a 5 year plan that incorporates our CIP.

- i. Our goals are:
  - a. For Reading and Language Arts: By 5/2023, the number of students scoring GMAS Proficient or above on ELA will increase from 17 to 56. (We use number of students rather than percentiles because numbers mean more than percentiles at this time since our school is small).

- b. By 5/2023, the number of students scoring Proficient or above on Georgia Milestones Math will increase from 19 to 58.
  - c. For our Whole Child goal, our attendance will improve from 89.1 to 92.1 by the end of the school.
- ii. Ms. Wheeler then answered questions that had been previously generated by the team pertaining to the CIP that then roll over to the SP.
- a. Acronyms were explained
  - b. CIP goal #1, and tracking progress periodic action steps: we track progress weekly; quarterly planning was well received; weekly instructional reviews are held with fidelity for modeling, planning, resource sharing. They are 90 mins every week with agendas and sign in sheets, and coaches share information with administration after the instructional reviews.
  - c. Bi-monthly data talks vary depending on the data they have received. Most recently they used the student profile sheets in APS graphs and triangulated the data of MAP data from Spring 2022 to Fall 2022, to report card grades, attendance and behavior, for each child and needs and supports for each child. Next data talk will involve growth data from Fall to Winter Map assessments (Winter Map is happening next week) and they will assess if the student made growth and if they are meeting their targets. Then decisions are made to accelerate or support/ remediate the student. They go over every single child one at a time and decide steps for each child.
  - d. Explained OG training (Orton-Gillingham): REAP comes in and trains and models with our students. Our current 3<sup>rd</sup> graders were our first group of students to receive the benefit of our OG training.
  - e. Our data meetings focus on always moving students to a higher level, not just moving to proficient and above. Because of the requirements of the plans with the district, we have to write our goals according to board goal. Travis Norvell (Chief Strategy and Engagement Officer) said he would help Ms. W write the goal to show that growth movement (from beginning to developing tier) so that information doesn't get lost.

Ms. Wheeler recommended inviting Travis to our next meeting so he can give us further information as to how to include non-district mandated information into our goals for our developing learners. Also, the Team would like some information from Travis before our next meeting to educate ourselves before we have to vote.

These goals target 3-5<sup>th</sup> grades because that is what the state expects, but all grade levels share the results of the data. Cannot be sole responsibility of 3-5<sup>th</sup> grade teachers.

- f. Current Attendance Data: 92.6%, which is 3.5% increase since last year of improved attendance. There is a difference between average daily attendance and our CCRPI attendance (students who miss 10+ days), which is currently at 75.4% , up greatly from last year at 50.3%.

We have an attendance team (CARE and attendance committee). Everyone has an identified caseload of students. Excused and unexcused count the same for the state, but the team might not target an absence as an “issue” with doctors’ notes.

We celebrate improvements with calls home and gift cards to parents. We are working with kids and parents who are not coming daily on an individual basis. It is a comprehensive team with intense communication and try hard to not have to resort to DEFACs referrals. The Truancy Intervention Project is organized by the Social Worker, but it is an external source and is additional support for parents to remove a layer of this responsibility from the attendance team.

Mr. Woodson asked if there was another way we can be supportive or beneficial to the CARE team? Ms. Wheeler what they really need is more time! Due to the confidential nature of the work it has to be handled by a small team. We could possibly have an attendance clerk but would have to have the money to hire one. The clerk could do the legwork and report back to the team. The money for an attendance clerk would have to be placed in the budget.

In regard to the 5 year strategic plan, would be good to have a full time person in place and have the available resources for parents to get their kids to school. A problem is also older siblings going to Howard and parents not wanting to make 2 trips to school. Attendance requires consistent and constant communication.

- iii. There was some discussion about communication, transparency, and questions involving day-to-day activities at the school. Mr. Wu reminded us that we are not deciding on operation matters at the school, but we support our goals for the school through our budget approvals. Ms. Wheeler said based on our interest in how things are run on a more

micro level, she will bring back Principal's Coffees, though attendance was lackluster in the past.

- j. **Announcements** Any additional questions for Ms. Wheeler can be added to the document (she had to leave at 6:54p).

From D. Woodson: New GO Team members need to attend a New Member Training. It will help us be more efficient with our GO Team time going forward. There will be one next Wednesday.

From D. Jacobi: There is Midtown cluster chat with Dr. Herring on 11/14 at Howard MS; Office of Family Engagement is having its annual conference on Sat, 11/12, 9a-2p.

From A. Wu: CAT update was primarily focused on Cluster Engagement for STEAM, what events are working and how to continue the engagement.

- k. **Adjournment, since no further business**

Motion made by: [Robin T](#); Seconded by: [Alex Wu](#)

**Motion Passes**

**ADJOURNED AT 7:05p.**

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**Minutes Taken By:** [Jocelyn Nettles](#)

**Position:** [Secretary](#)

**Date Approved:** [\[Insert Date When Approved\]](#)