# Call to order

A meeting of the GO Team for Sarah Smith Elementary was held in room 1121 on December 4, 2017. The meeting was called to order by Elizabeth Cox at 3:20pm.

# Attendees

Attendees included:

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| Michael Forehand | Elizabeth Cox | Alfonso Champion | Robert Sarkissian |
| Christina Barnette | Chiesa Carter | Sherry Riley | Laura Troup |
| Jana Thomas | Connie York |  |  |

# Members not in attendance

Members not in attendance included:

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# Is there are quorum present? Circle or highlight Yes or No

# Approve Meeting Agenda and Previous Minutes

Robert Sarkissian suggested clarifying Dr. Hamilton’s retirement plans in the minutes by stating she is planning to retire but has not officially announced her retirement yet.

Minutes approved? Circle or highlight Yes or No

Dr Riley moved and Jana Thomas seconded to approve the minutes of the October GO Team meeting. The minutes were unanimously approved.

# Discussion/Information/Action Items

1. Welcome Connie York: The Go Team welcomed Connie York from Blue Heron Nature Reserve as the new Community Representative.
2. Chairperson Update: Elizabeth Cox mentioned that we will be forming working groups/committees. She will follow-up via email.
3. Principal Update:

* Dr. Forehand said Dr. Snowden is filling in as the assistant principal for the remainder of Dr. Hamilton’s medical leave.
* Dr. Forehand held a principal chat last week at Southern Bistro.
* Tonight is sicence night at the IC.
* Dr Forehand receieved positive feedback from the Hispanic community about the Friday night community visits and Hispanic families feel more welcome within the school community.
* The yard sale is this Saturday at the PC.
* On Friday, there was a small fire in the PC art room closet due to a microwave malfunction. Jessica Harron provided details about the fire evacuation process.
* In the last few weeks, the chorus sang at the Macy’s Tree Lighting and at the Piedmont at Buckhead retirement center.
* The robotics team competed last week.
* Pressure washing is underway on the wall at the IC.
* Ms. Carter mentioned that twelve students are moving on to the district technology fair.
* On November 30, Jessica Harron, with Dr. Margaret MacKenzie from APS, led a Dual Immersion Town Hall meeting. Topics covered included: Spanish proficiency levels, assessment programs, teacher resources, teacher planning process, and the grading process. Laura Troup asked if Dr. Forehand has followed-up with the DI teachers about adjusting the Spanish grades and reducing the number of classroom transitions to one. Dr. Forehand is still waiting to hire a para-pro for Mr. Mendez.
* Dr. Forehand discussed the ways leadership/teacher communication has improved this year. He holds weekly administrative team meetings and provides consistent communication to teachers through the bulletin each week. Ms. Pruitt is leading an advisory team for language arts. Ms. Harron is leading a math advisory team. Vertical planning and ability to incorporate teacher feedback is improved. The leadership team meets bi-weekly. CCRPI and Star
* data is used to identify sub-groups and create strategies for them. Many teachers are participating in ESOL, Gifted, and Orton Gillingham trainging and it is hard to schedule all the meetings without taking away teacher planning time.
* Dr. Forehand would like to plan a GO Team retreat to discuss the 2017-2018 budget. Dr. Forehand expects to receive a preliminary budget from APS in early January.
* Enrollment for next year is projected to be 950 students, same as current enrollment.
* Dr. Forehand’s three goals are the implementation of:
  + Eureka Math
  + A strong literacy instruction
  + Transdisciplinary units via IB
* Dr Forehand is promoting a more positive school culture with:
  + Social/emotional awareness. The Social/Emotional coordinator spoke at a faculty meeting about appreciation languages. How do you feel appreciated?
  + Pulse surveys. Dr. Forehand has sent out 2 surveys to faculty with these questions: Do you feel like your opinion matters? Have you received positive feedback in the past thirty days? He was pleased with the feedback.
* Ms. Carter said she feels that her gifted teaching group is being commucated to well.
* Dr. Forehand, Ms. Pruitt and Ms. Jackson will meet this week to review out-of-zone status. Right now 62 children are being reviewed, including approximately 10 students with excessive tardies. The GO Team suggested that Sarah Smith require every family provide complete documentation for the 2018/19 school year. Students should not be assigned a teacher until all documentation is provided. Dr. Forehand agreed to implement this process for the 2018/19 school year.

1. Strategic Plan/CCRPI Follow-up:

Elizabeth Cox summarized the meeting that she, Christina Barnette, and Dr. Forehand had with Larry Wallace on the CCRPI data last week. In 2018, the major changes in the CCRPI calculation will be in the “Closing the Gap” and “Readiness” categories. Dr. Forehand said he is focused on subgroups and interventions are in place for those students who need it. Dr. Forehand would like to form a GO Team committee to dig into what other schools are doing. Jessica Harron plans to talk to Garden Hills about math. Dr. Forehand said that with the new 2018 CCRPI

calculation, more emphasis is being placed on growth and ELA/Math content will continue to be the largest component. Larry Wallace will attend the January 8th GO Team meeting to discuss CCRPI. GO team members are encouraged to submit questions for Mr. Wallace to Elizabeth Cox in advance of the meeting.

# Public Comment

* A parent asked if anyone is identifying the struggling students individually. Dr. Forehand said yes, he and Dr. Hamilton are in the classrooms doing walk throughs and assessments. The leadership team monitors data frequently and discusses how the data is used with the teachers. Dr. Riley said some students have shut down for reasons outside of the classroom. We need to figure out how to reach those children. Laura Troup suggested utilizing the counselor and Elizabeth Cox asked about having a social worker provide support. Ms. Carter suggested identifying these children and having the counselor establish a support group for them. Dr. Forehand said the counselor already has student groups established for children going through divorce and bullying.
* A parent suggested that teachers and parents give feedback to APS to improve the process for EIP students based on their experiences.

# Additional Topics

An additional meeting was added to the GO Team calendar for January 29th.

# Adjournment

Elizabeth Cox adjourned the meeting at 4:45pm.

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| Christina Barnette |  | December 4, 2017 |
| Secretary |  | Date |