

# Meeting Minutes

**Springdale Park Elementary**

**Date: 8/21/2019**

**Time: 6:00**

**Location: SPARK Conference Room**

- I. Call to order: 6:01
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Terry Harness	Present
Parent/Guardian	Meredith Evans, Ph. D	Present
Parent/Guardian	Honora Handley	Present
Parent/Guardian	Catherine Hoelker	Present
Instructional Staff	Nakia Bryant	Present
Instructional Staff	Nathan Stephenson	Present
Instructional Staff	Yolanda Windham, Ed.D	Present
Community Member	Brian Knight, D.C.	Present
Community Member	Vacant	
Swing Seat	Vacant	
Student (High Schools)	N/A	

**Guests Present:** No guests were invited to present to GO Team; two parents; Diane Jacobi, APS Go Team Liaison

**Quorum Established:** Yes

### III. Action Items

- a. **Action Item 1: Approval of Agenda:** Motion made by: [Honora Handley];  
Seconded by: [Brian Knight, D.C.]  
**Members Approving:** All Members in Favor  
**Members Opposing:** None  
**Members Abstaining:** None  
**Motion Passes**
- b. **Action Item 2: Approval of Previous Minutes:** *No amendments to the minutes*  
Motion made by: [Honora Handley]; Seconded by: [Cat Hoelker]  
**Members Approving:** All Members in Favor  
**Members Opposing:** None  
**Members Abstaining:** None

**Motion Passes**

- c. **Action Item 3:** Fill Open Swing Seat  
Principal Terry Harness nominated Abbie McCafferty to fill this position. No other members nominated a candidate.  
Vote for Nominee: Abbie McCafferty  
Motion made by: [Honora Handley]; Seconded by: [Meredith Evans, Ph.D]  
**Members Approving:** All Members in Favor  
**Members Opposing:** None  
**Members Abstaining:** None

**Motion Passes**

- d. **Action Item 4:** Fill Open Community Member Seat

Honora Handley recommended Elise Blalock.

Honora Handley also recommended John Giergerich.

Catherine Hoelker recommended reaching out to the other candidates who ran but did not win the election.

Terry Harness nominated Elise Blalock.

Elise Blalock asked for more time to think about it.

The vote was tabled for a later meeting.

- e. **Action Item 5:** Election of Officers

i. **Chair**

Meredith Evans, Ph.D nominated herself to fill this position. No other members nominated a candidate.

Vote for Nominee: Meredith Evans, Ph.D

Motion made by: [Meredith Evans, Ph.D]; Seconded by: [Brian Knight, D.C.]

**Members Approving:** All Members in Favor

**Members Opposing:** None

**Members Abstaining:** None

**Motion Passes**

ii. **Vice-Chair**

Cat Hoelker nominated Honora Handley to fill this position. No other members nominated a candidate.

Vote for Nominee: Honora Handley

Motion made by: [Cat Hoelker]; Seconded by: [Meredith Evans, Ph.D]

**Members Approving:** All Members in Favor

**Members Opposing:** None

**Members Abstaining:** None

**Motion** Passes

iii. **Secretary**

Nakia Bryant nominated Nathan Stephenson to fill this position. No other members nominated a candidate.

Vote for Nominee: Nathan Stephenson

Motion made by: [Nakia Bryant]; Seconded by: [Brian Knight, D.C.]

**Members Approving:** All Members in Favor

**Members Opposing:** None

**Members Abstaining:** None

**Motion** Passes

iv. **Cluster Representative**

Nakia Bryant nominated Honora Handley.

Honora Handley withdrew herself from the running.

Honora Handley nominated Catherine Hoelker.

Yolanda Windham nominated Brian Knight, D.C.

Each nominee was allowed an opportunity to address the team.

After a tie vote, this vote was tabled until next meeting.

Nominee: **Brian Knight**

**Members Approving:** 4 votes

**Members Opposing:**

**Members Abstaining:** 0

Nominee: **Catherine Hoelker**

**Members Approving:** 4 votes

**Members Opposing:**

**Members Abstaining:** 0

f. **Action Item 6** : Review and Approve Public Comment Format

**Discussion:** Time for public comment changed from 7:30-7:50 to now reflect the last 20 minutes of the meeting.

Motion made by: [Honora Handley]; Seconded by: [Brian Knight, D.C.]

**Members Approving:** All Members in Favor

**Members Opposing:** None

**Members Abstaining:** None

**Motion** Passes

g. **Action Item 7** : Set GO Team Meeting Calendar

**Discussion:** Every third Wednesday at 5:30 with the following dates  
September 11 with public comment, October 16 with public comment, November  
20, January 22, February 19 with public comment, March 4, and April 15 with  
public comment

Motion made by: [Cat Hoelker]; Seconded by: [Yolanda Windham, Ed.D]

**Members Approving:** All Members in Favor

**Members Opposing:** None

**Members Abstaining:** None

**Motion Passes**

- h. **Action Item 7 :** Review, Confirm/Update, and Adopt GO Team Meeting Norms

**Discussion:** It was proposed to add the following language:

Think about your position holistically beyond your roles or personal children.

Motion made by: [Brian Knight, D.C.]; Seconded by: [Yolanda Windham, Ed.D]

**Members Approving:** All Members in Favor

**Members Opposing:** None

**Members Abstaining:** None

**Motion Passes**

## IV. Discussion Items

### Discussion Item 1: Strategic Plan and New Committees

Principal Harness suggested priorities and goals for the strategic plan:

**Priority 1:** Increase cohesion in instructional approaches and curriculum both horizontally and vertically (ELA and Math)

**SMART Goal #1:** Increase the percentage of teachers consistently using research-based approaches and curriculum as measured by observational data from \*\* to \*\* by end of year.

**Priority 2:** Increase cohesion in instructional approaches and curriculum both horizontally and vertically (ELA and Math)

**SMART Goal #2:** Increase student attendance rate from 9\*.\* to 97.5 by end of year by implementing tiered contact system for absent students. Decrease tardy rate from \*.\* to \*.\* by end of year by implementing a parent notification

**Priority 3:** Consistently implement MTSS using research-based interventions to move students towards on-grade level performance.

**SMART Goal #3 (optional):** Increase number of grade-chair led data meetings using the MTSS framework from \*\*to\*\* by end of year as measured by...

## Discussion Item 2: 10 Day Count and Projections

We were projected to have 749 students, presently at 774: 25 students over projection

- Potentially receive \$110,000 in additional funding
- With a projection of 137 kindergarten students, now we currently have 163 kindergarten kids potentially growing to 7 kindergarten classrooms
- Awarded a Pre-K program in early in summer but we will not be taking this additional program due to space concerns
- Question: How we will level classrooms?  
Answer: We will follow the District's suggested leveling process that has been used in the past. Principal Harness will distribute this letter publicly.  
Last students enrolled, parent volunteers, names randomly selected
- If necessary, the conference room may need to be converted to an additional classroom.
- District sent two additional substitutes to support the current kindergarten classrooms. Principal Harness decided to not use these substitutes to create an additional classroom, because it would cause frequent disruptions to new kindergarten students.
- The building capacity is 825 students

## Discussion Item 3:

Other: Honora Hadley discussed transportation plan with Druid Hills Civic Neighborhood Association. Honora asked if SPARK would like to publicly issue a statement advocating for "Block the Box," a campaign to help encourage alterations in the school zone to help with student safety. This conversation was tabled for later discussion.

## V. Information Items

### a. Principal's Report

Mr. Harness discussed SPARK Milestones Results. Overall SPARK did very well improving in the number the proficient students across multiple subjects.

## VI. Public Comment

One member of the public spoke and asked the following questions:

- Is the attendance issue tied to lowering performing students? The attendance/tardy priority should be tied to student data.

## Meeting Minutes

- Has anyone considered Grady High School go to only three grades, and Howard adding additional grades?

### VII. Announcements

1. An additional bus added to school route for #699. This is an APS Transportation decision.
2. Also, there is a new forum to contact the district via the website “Let’s Talk! Contact Us”. Mr. Harness showed via school website and discussed the tool’s functionality.

### VIII: Adjournment

Motion made by: [Honora Handley]; Seconded by: [Meredith Evans, Ph.D]

Members Approving: All Members in Favor

Members Opposing: None

Members Abstaining: None

**Motion Passes**

**ADJOURNED AT 7:57pm**

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**Minutes Taken By:** Nakia Bryant

**Position:** Secretary

**Date Approved:** [Insert Date the Minutes are **APPROVED** by the GO Team]