

Meeting Minutes

Mary Lin Elementary
Date: February 23, 2021
Time: 5:00 pm
Location: Zoom

- I. Call to order: 5:08 pm
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Sharyn Briscoe	Present
Parent/Guardian	Coleman Eaton	Absent
Parent/Guardian	Emily Kotzan	Present
Parent/Guardian	Iryna Gamble	Present
Instructional Staff	Tanesha Bellard	Present
Instructional Staff	Caitlin Nail	Absent
Instructional Staff	Patricia Derrico	Present
Community Member	Elly Bookman	Present
Community Member	(vacant)	
Swing Seat	Melissa Tijerina	Present
Student (High Schools)		

Guests Present: none

Quorum Established: Yes

- III. Action Items *(add items as needed)*
 - a. **Approval of Agenda:** Motion made by: Emily Kotzan Seconded by: Patricia Derrico
Members Approving: all
Members Opposing: none
Members Abstaining: none
Motion Passes
 - b. **Approval of Previous Minutes:**
Motion made by: Emily Kotzan Seconded by: Elly Bookman
Members Approving: all
Members Opposing: none
Members Abstaining: none
Motion Passes
 - c. **Action Item 1:** Review/Update Strategic Plan

Ms. Kotzan suggested revising “Milestones” to “Standardized Tests” in case we are able to receive a waiver for Milestones but still gather data through another avenue. Ms. Briscoe affirmed that revision.

Ms. Gamble reminded us that we had discussed increased emphasis on social/emotional goals and whether it would be important to emphasize that in relation to COVID. Ms. Briscoe and Ms. Bellard clarified that the strategic plan will cover the next five years and so it may not remain as central as it will be in the next year. Ms. Bellard emphasized that SEL will remain a daily feature in instruction and that emphasis on COVID is a given.

Motion made by: [Emily Kotzan](#) Seconded by: [Melissa Tijerina](#)

Members Approving: all

Members Opposing: none

Members Abstaining: none

Motion Passes

d. **Action Item 2: [Budget Changes](#)**

Ms. Briscoe shared the updated budget. She shared that we are at 598 students projected for next year, which is 28 fewer than we had projected. She reviewed the system of weighting students with consideration for gifted, special education, EIP, and Signature Funding. Ms. Briscoe shared the projected grade-level numbers but noted that the fifth grade numbers are not accurate because one of the 5th Grade Teachers is an EIP teacher and thanks to recent CARES act funding we will have a 6th paraprofessional in 5th grade and additional teachers for IEP, which aligns with our strategic plans because it helps reduce class size and provide pull-out support. Ms. Kotzan expressed support for this plan.

Ms. Briscoe shared that we will expand our Spanish program with increased instruction as well as ESOL. The media budget provides increased technology support which also aligns with strategic plan and current needs in light of COVID. Within our Signature theme, we will keep our counselor and they will continue with career and college counseling duties. We are keeping our Special Ed teacher.

Ms. Briscoe shared the staffing line and asked if there were questions. There were none. Ms. Briscoe clarified that there is a budget available to hire additional teacher if enrollment increases. Ms. Briscoe shared the presentation pie chart of our budget and noted that the vast majority is allotted to Instruction. Ms. Briscoe then invited questions.

Ms. Gamble asked for clarification about the textbook adoption process. Ms. Briscoe shared that we will gather feedback from teachers and explore additional options. This happens every few years when the materials become dated. This year is an adoption year for the district which

is where the additional funds come from. Ms. Gamble asked whether we have the option of keeping that funding or using it elsewhere if we decide we are happy with our text books. Ms. Briscoe said this is a possibility but also clarified that this adjustment would be for math text books. Ms. Briscoe shared that this doesn't necessarily change the math standards but it may change the materials and teaching methods. Ms. Briscoe invited Ms. Derrico to add context, who clarified that any change would only increase delivery of material and not standards.

Ms. Kotzan wanted to clarify the budget change since the last time we discussed, particularly the increase from the CARES funding. Ms. Kotzan asked whether that would be related to teaching positions, and Ms. Briscoe shared that no teaching positions for teachers who want to return will be removed because we were able to move positions around instead.

Before the motion to approve, Ms. Briscoe clarified her level of input and overall strategy for creating the budget is conservative and involves district officials.

Motion to approve made by: [Patricia Derrico](#) Seconded by: [Iryna Gamble](#)

Members Approving: all

Members Opposing: none

Members Abstaining: none

Motion passes

IV. Discussion Items

a. **Discussion Item 1:** [Community Member Position](#)

Ms. Briscoe shared that we could consider extending Ms. Bookman's position to fill the two-year position that Boyd Baker has vacated. Ms. Bookman said she would be willing to continue but could also reach out to other community members. Ms. Derrico shared that she also could reach out to a possible individual. We agreed to vote on it at the next meeting.

Ms. Briscoe shared that we could consider extending Ms. Bookman's position to fill the slot that Boyd Baker had held for two years.

b. **Discussion Item 2:** [Use of Inman Middle School building](#)

Ms. Briscoe shared that we have shared our statement of preference on the use of the Inman building. At this time there is also the possibility of the Inman building becoming a K-5 school which would lead to re-zoning within the district that would likely result in residents of the Inman Park being rezoned for Hope-Hill elementary. Ms. Briscoe emphasized that no decisions have been made and she's aware that this would be a different outcome than what the

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majority of the Mary Lin community would prefer. Ms. Kotzan emphasized that the students in the Grady Cluster would not be changed at all.

V. Information Items

a. Principal's Report

Ms. Briscoe shared that there has been an increase in the number of students who want to come back to in-person school, which is a safety challenge given available space. She has asked teams to begin to discuss what a possible hybrid school program would look like.

Announcements

Our next meeting will be Tuesday, March 16, at 5:00 pm.

Public comment:

Anita Roberts: Thank you for all that you are doing.

Katrina Fuller: Could the GO Team Revisit the possibility for community engagement with parent committees?

VI. Adjournment

Motion made by: Emily Kotzan Seconded by: Patricia Derrico

Members Approving: All

Members Opposing: none

Members Abstaining: none

Motion Passes

Public comment:

Anita Roberts: Thank you for all that you are doing.

Katrina Fuller: Could the GO Team Revisit the possibility for community engagement with parent committees?

ADJOURNED AT: 6:07

Minutes Taken By: Elly Bookman

Position: secretary (draft)