

# Meeting Minutes

**Mary Lin Elementary**

**Date: 11.11.2020**

**Time: 5:00**

**Location: Zoom**

**I. Call to Order: 5:08 pm**

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	Present
Instructional Staff	Patricia Derrico	Present
Community Member	Elly Bookman	Present
Community Member	Boyd Baker	Present
Swing Seat	Melissa Tijerina	Present

**II. Roll Call**

**Quorum Established: Yes**

**III. Action Items**

- a. **Approval of Agenda: Motion Passes**
- b. **Approval of Previous Minutes: Motion Passes**

**IV. Discussion Items**

- a. **Discussion Item 1: Interventions & Remediation**

Principal Briscoe shared that we will soon begin offering in-person interventions on Mondays and Wednesdays. This will be available for Tier 2 and Tier 3 interventions for students with IEP or Special Education students (speech-only). There are also a small number of students who qualify because of engagement criteria. This will help us to get a sense of what it will be like to have students in the building in terms of safety precautions when/if it happens at a larger scale,

though Principal Briscoe emphasizes that the numbers will need to get much better for that to happen.

Principal Briscoe shared that the district is moving forward with a January return plan. Another survey will be sent to teachers and parents to determine who will be coming to school, and from there we will determine what will happen. Anyone who is being offered interventions will be notified tomorrow (November 12, 2020) and informed about what they will need to bring and how to prepare for in-person interventions. The purpose of these interventions is to provide remediation for students who are struggling in significant ways and/or not meeting grade level standards.

To clarify (at Iryna Gamble's request): Tier 2 and Tier 3 refers to the Pyramid of Interventions, which can be found at Georgia Department of Education site.

Emily Kotzan asked about how many students are choosing to return for in-person interventions. Principal Briscoe responded that most people are responding that they are coming.

b. **Discussion Item 2: COVID Task Force**

Ms. Kotzan also asked about the COVID task force updates and the outlook for return-to-school plan. Principal Briscoe shared that it is uncertain though after January it could likely change. She shared that asynchronous Wednesdays will continue. Ms. Kotzan asked about how Faculty is handling the changes and requirements and Principal Briscoe shared that it has been very difficult for teachers who want to be productive but who have had to change format very often. Ms. Kotzan asked how we can support teachers. Principal Briscoe shared that in light of all the concerns we are pushing back strategic planning and that we are more concerned with basic things such as teacher evaluations.

In terms of the COVID task force, Principal Briscoe shared that they are working with a new platform called "Flack". We started with a plan (a sort of COVID handbook) and tweaked it for what worked best for Mary Lin with some takeaways from the plan that Harvard is using. That has not been finalized or released but will be shared with families and plans before any return to school. Right now we are in the process of securing materials. PTA is helping to provide cleaning supplies to supplement the supplies provided by APS, as well as thermometers ideally for every classroom, and desk shields. We are also hoping

## Meeting Minutes

to purchase tents for outdoor instruction and technology to help teachers teach virtually and in-person.

The COVID task force will be meeting again next Thursday as a follow-up and will share additional updates after that.

Ms. Gamble also asked about protocols for when a COVID case occurs. Principal Briscoe shared that they are working on protocols including a room for students who need to be isolated. All of this is included in the COVID handbook.

### c. Discussion Item 3: Likelihood of School reopening

Principal Briscoe shared that there is a lot of pressure on the school system to reopen. The school applied for a delay on giving the Milestones but that request was declined, and this is likely something that cannot be done virtually. Ultimately these decisions will happen at the system-level and are not up to the principal or the school.

## V. Announcements

Our new website will launch in the tomorrow (November 12). It is a huge improvement on the previous school website. Bios for the GO Team website will be added.

Later in November there is a Grady Cluster meeting that will also provide updates.

Ms. Gamble shared that the new website could provide an opportunity for us to make the GO Team more visible via the website.

## VI. Public Comment [none]

## VII. Adjournment (5:55) Motion Passes

---

**Minutes Taken By:** Elly Bookman

**Position:** Secretary

**Date Approved:** 12.9.20

# Meeting Minutes