

**Mary Lin Elementary School**

**Date: 9/13/18**

**Time: 6:00**

**Location: Mary Lin Media Center**

- I. Call to order: 6:15
- II. Roll Call:

Role	Name (or Vacant)	Present or Absent
Principal	Sharyn Briscoe	Absent
Parent/Guardian	Colin Heydt	Present
Parent/Guardian	Stacey Stewart	Present
Parent/Guardian	Navneet Kaur	Present
Instructional Staff	Emily Fuller	Present
Instructional Staff	Caitlin M. Nail	Present
Instructional Staff	Michell Carter	Absent
Community Member	Kimberly Dick	Present
Community Member	Jill Hall	Absent
Swing Seat	Leda Everett	Absent
Student (High Schools)	N/A	N/A

Quorum Established: **Yes**

**III. Action Items**

- a. **Approval of Agenda:** Motion made by: [Kimberly Dick](#); Seconded by: [Caitlin M. Nail](#)  
 Members Approving: All  
 Members Opposing: None  
 Members Abstaining: None  
**Motion Passes**
- b. **Approval of Previous Minutes:** *No amendments were made.*  
 Motion made by: [Kimberly Dick](#); Seconded by: [Stacey Stewart](#)  
 Members Approving: All  
 Members Opposing: None  
 Members Abstaining: None  
**Motion Passes**

**IV. Discussion Items**

- a. **Discussion Item 1:** Budget changes: Leveling occurred, as we did not meet the projected number of students (7 less this year). Money given for field trip buses and textbooks was paid back to the district in full. There are no plans to hire any additional full-time staff members.
  - b. **Discussion Item 2:** Safety and Security: Stacey Stewart brought questions regarding the progress of implementing strong safety and security protocols at Lin. Before discussing further, we will wait until Principal Briscoe returns. Emily Fuller shared that our campus receives weekly perimeter check from an APS resource officer and that we share this officer amongst other schools. Front office and aftercare security have been tightened this year.
- V. Information Items**
- a. **Principal's Report** Principal Briscoe was absent but sent a PowerPoint explaining and detailing and budget changes and updates for the year. Presentation will be attached to and posted with minutes.
  - b. **Information Item 2** None
- VI. Announcements** GoTeam Summit will take place on Saturday, September 22<sup>nd</sup>. Kimberly Dick will attend and report back to the team. For our next meeting agenda, we will discuss safety and security and the installation of the school-wide writing plan. Additionally, we will amend our meeting schedule to ensure Principal Briscoe or Assistant Principal Benton can attend. Kimberly will attend Foundation meetings, while Colin Heydt, our Cluster Rep will attend Cluster meetings.
- VII. Adjournment**
- Motion made by: Kimberly Dick; Seconded by: Colin Heydt  
Members Approving: All  
Members Opposing: None  
Members Abstaining: None  
Motion Passes

**ADJOURNED AT 6:43**

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**Minutes Taken By:** Caitlin M. Nail

**Position:** Member, Secretary

**Date Approved:** 9/13/18