

Meeting Notes
Tuesday, September 20
6:45 PM

- I. Call to Order: 6:49 PM
- II. Roll Call (A=Absent, P=Present, E=Excused)
 - Zach Berman =P
 - Nana Boone =P
 - Grant Coleman =P
 - Marie Davis =P
 - Harold Givens =P
 - Curt Johnston =P
 - Cornell Longino =P
 - Rachel Sprecher =P
 - Stephani Wilford =A
- III. Approval of Minutes
 - One change in minutes—IAM to IAS—spelling error
 - Motion:** Curt Johnston
 - 2nd:** Harold Givens
 - Result:** Unanimous
- IV. Approval of Agenda
 - Motion:** Marie Davis
 - 2nd:** Grant Coleman
 - Result:** Unanimous
- V. Public Comments—No public comment
- VI. Reports
 - a. School Advisory Council (SAC)—Sharon Garner- SAC participated in Open House and trying to collaborate with the PTA so parents are aware of who they are and what they do. Also disseminated a survey last school year and went through the results to determine best places to get involved. Results reflected a desire for more field trip experiences (aim for 2 per grade level per year) —SAC willing to help facilitate at least one opportunity and discuss solutions to ensure every child gets to attend; 2. Increase communication between school and home and the expectation of Sycamore use 3. Tutoring—Parents want to see tutoring happen earlier. Program ideally should be in place by progress report time so students can get assistance before the final reports. 4. Volunteer hours—parents would like more opportunities to volunteer—SAC will partner more closely with PTA for offsite opportunities for parents—maybe at home and not necessarily at the school to fulfill the requirement.

- b. PTA- No Report
- c. School Operations—See Principals’ Report. Ms. Schrock gave an update about testing; upcoming early release day for professional learning on 9/23/16; the charter petition and new application—it is in the district’s hands and feedback should be coming this week; FTE report is due 10/4; Open enrollment is going on right now; Charter School Annual Report is due 11/1/16; and AdvancED accreditation progress report is coming due in May. For student updates, the administrative team is supporting teachers with strategies for discipline including a behavior contract; total enrollment is 1,036 (down 12 students from 8/16/16) K-5: 778 and 6-8: 258. School is collecting information about why students are leaving and Mrs. Schrock will bring it to the next meeting. Mrs. Schrock is also continuing to work on the error with funding. Faculty and staff updates—4 teachers and 1 counselor anticipating maternity leave and long-term subs being secured. Early release professional learning on 9/23 will include IB Unit Plans, Data Teams, Co-Teaching Session, and DOK session.
- d. Board Committees
 - i. Governance—Use IAS email addresses for all IAS matters. Nana is focused on establishing a team for policy development; Student Handbook; Staff Grievance Policy and Process; Parent Grievance Policy; Bylaws review session
 - ii. Finance—Curt reported that he followed up with Alan Mueller at GCSA about SPLOST funding for textbooks and technology; Currently going through audit and will have a presentation soon.
 - iii. Development—Grant presented a draft development plan and asked for feedback
 - iv. Academic Excellence—Marie had a meeting with Kari and IB teachers to baseline understanding about academic vision. Goal is to benchmark, baseline and make improvements toward impact on two key outcomes. Will work on a monthly scorecard.

VII. Discussion/Action Items

- a. School and Board Policies
 - i. Tardy Infractions—still at same level of tardiness and still an issue—what is the enforcement and what is the consequence or lack thereof? Board requested metrics from Mrs. Schrock about the numbers so the Board can better establish a policy for tardiness and early checkouts.
 - ii. Uniform Compliance—Board discussed creative solutions to enforcing uniforms which is still an issue (accessories, socks, pants, shoes, etc.)

- iii. Board Meeting Attendance—At least 5 members must be present at the table to have a meeting. Board needs to incorporate absence piece as part of the quorum and how many meetings are board members allowed to miss and what constitutes an excused absence. Governance committee will bring forth a recommendation.
- b. Committee Meetings (Compliance Structure, Scheduling)—Need to determine what constitutes a quorum at a committee meeting. Cornell will follow up with GSCA for clarification.
- c. Background Checks—Every Board member needs a background check (you can get it done by Smyrna Police) by the next Board Meeting.

VIII. Cornell made a motion to move the following agenda items to a future meeting:

Motion: Marie

2nd: Nana

Vote: Unanimous

- Tobacco Free Designation
- Website Management
- Board Training Schedule

IX. Board Member Comments

Cornell thanked the board for their enthusiasm and commitment. Cornell advised the Board to prioritize and focus on a few things done well instead of doing too much. Cornell is pleased with the direction of the board.

X. Adjourn to Executive Session: There was no need to adjourn to Executive Session

XI. Adjourn: 8:33pm

Submitted by Rachel Sprecher, Secretary