

Hampton Elementary Charter School	Regular Meeting
Governance Council Meeting	April 19, 2016, 3:00 PM
Minutes	Hampton Elementary Charter School 10 Central Avenue Hampton, Georgia 30228

Council Attendees

Mrs. Ivonne Cuebas-Ramirez	Parent Representative
Mrs. Georgia Ferche	Teacher Representative
Mrs. Erin Studstill	Parent Representative
Mrs. Amy Hall	Teacher Representative
Mrs. Joyce Bradley	School Representative
Mrs. MaryAnn Mitcham	PIE Representative
Mr. Arley Lowe	Community Representative
Mrs. Silvia DeRuvo	Business Representative

Other

Dr. David Barber	Assistant Principal
Mr. Michael Felgenhauer	Henry County Schools Facilities
Mrs. Allison Burley	Teacher
Mrs. Ericka Kennedy	Teacher

A. Call to Order

The meeting was called to order at 3:00 p.m. by Mr. Lowe.

B. Recognitions and Awards

Dr. Barber recognized the efforts of the Girl Scouts, who over the weekend installed an Outdoor Classroom in the courtyard between the middle hallway (300 Hall) and the first grade hall (400 Hall/600 Hall). The project includes benches, a large chalkboard, and a demonstration table (still to be installed). The entire classroom will be painted in the near future.

C. Approval of Minutes

The March minutes were presented for approval. Motion to approve was made by Mrs. Mitcham and seconded by Mrs. Hall. The minutes were approved unanimously (8-0).

D. Financial Report

In Mr. Keefer's absence, Dr. Barber presented the financial report to the board for approval. Mrs. Cuebas-Ramirez raised a question about the large amount spent on tutors. Following a discussion regarding the cost of tutors and the allocation of funds for teaching positions (instructional lead teachers, parent involvement paraprofessionals, etc.) Motion to approve was made by Mrs. Ferche, seconded by Mrs. DeRuvo, and passed unanimously.

E. PTO Update

Mrs. Studstill reported that there has been some turnover on the PTO board and the Mrs. Kat Scott, vice president, will complete the term of Tiffany Maher as president. The new PTO board will be elected on May 13. The annual Spring Fling has been postponed to a

date in May to be announced. Mrs. Scott will be in charge of this event. The annual talent show will be held May 13. The PTO currently has approximately \$3,600.00 in the bank, which is more than enough to complete the activities planned for the remainder of the year. There was some discussion regarding the acquisition of a sun shade for the playground, for which PTO has been raising funds for the past 3 years.

F. Items for Action

- a. 2nd Grade field trip to Atlanta Botanical Gardens – Motion to approve by Mrs. Mitcham, seconded by Mrs. Studstill, approved unanimously*
- b. 3rd grade field trip to Whole Foods Gardens, Atlanta – Motion to approve by Mrs. Mitcham, seconded by Mrs. Bradley, approved unanimously*
- c. 1st grade field trip to Zoo Atlanta – Motion to approve by Mrs. Hall, seconded by Mrs. Ferche, approved unanimously*
- d. 2016-2017 School-wide fundraiser – action was postponed until the May meeting; motion made by Mrs. Bradley, seconded by Mrs. Mitcham, approved unanimously*

G. Discussion Items and Items for Study

- a. 2016 Georgia Milestones Update – Dr. Barber shared that 5th grade Milestones was going very well; there have been a few problems with technology (students unable to log in or having to have a test unlocked, either due to student error or a computer issue) but these have been resolved quickly through the efficient system in place; there have been no irregularities. 3rd grade will begin Wednesday, 4/20/2016. 4th grade will begin the following week.*
- b. Building Renovation Update – Mr. Felgenhauer from Henry County Schools Facilities who will oversee the project at HECS gave some highlights of the improvements: new flooring (VTC in hallways & rubber tile in classrooms, paint, ceiling tiles, lighting, interior doors, windows throughout the school; all projectors replaced with BoxLite interactive projectors, sound panels in the cafeteria, clocks in the hallways; bids are being accepted now for the various contracts, will begin in June with installation of trailers, building of decks, etc.*
- c. AdvancED Review Report – It was decided to postpone discussion of the AdvancED report to the next meeting*
- d. 2015 GaDOE CCRPI Scores - CCRPI score includes all the data (surveys, student data, etc.) Consistency between instructors at all levels; need better explanation as to how scores were populated; also need data from behavior/PBIS implementation*
- e. The Role of the Governance Council – Dr. Barber distributed a matrix outlining the responsibilities of the principal, governance council, and Henry County Board of Education. The Council will study the matrix and continue discussion of the role of the Governance Council and 2016-2017 Governance Council Members/Elections at the next meeting.*
- f. LKES Goals for Mr. Keefer's evaluation – Mr. Lowe suggested the Council postpone this discussion until the next meeting when Mr. Keefer can explain what LKES is and what his goals are so they would know how to provide input for his evaluation.*

H. General Discussion of Council Members

- a. *Mr. Lowe - The council inquired about the plan to prepare teachers who have been reassigned to different grade levels; Dr. Barber mentioned the role of the Literacy and Math Coaches in supporting teachers and instruction; Mr. Lowe specifically wanted to know what professional development we were putting in place to ensure teachers are prepared for their new grade level assignments and what was our plan.*
- b. *Mrs. Cuebas-Ramirez expressed a concern that students' needs aren't being met. She felt a lot of money was spent on Title I tutors and was concerned that the coaches are not allowed to work with the students directly. She suggested that the school hire more Title I teachers.*
- c. *Mr. Lowe -There was a question about the AdvancEd report, item 3.9 (adult advocate in the school that supports the student's educational experience), noting the county scored low on this and was concerned that we are not meeting this expectation as well. To be discussed further.*
- d. *Mrs. DeRuvo suggested a need for data from Tier 2 & Tier 3 be presented to the Council so they could understand how students are progressing and determine how we may need to allocate more resources to support instruction.*
- e. *Mrs. Bradley expressed a concern that the newly planted garden area was not being maintained and some plants appear to already be dead and that weeds are growing up through the mulch. One of the council members suggested looking at the contract we had with the installer regarding any "guarantee" regarding the plants installed.*
- f. *Mrs. Mitcham reported that McBrayer City Park will not be available for school use until sometime in the summer. The City is addressing the drainage issues and will have the park cordoned off until the work is complete.*
- g. *Mr. Lowe presented an email from DonorsChoose.org for one of our classes. His question was shouldn't the Governance Council be aware of these pursuits of funding and approve them as they would any other fund raiser? That will be discussed at the next meeting.*

I. Public Participation

- a. *Mrs. Maddox – Regarding teachers' time – feels time not being used efficiently; being taken out the classroom a lot – trainings, coaches call meetings, feels classroom teacher's time is not valued, wants to know if all the meetings are county mandated or something that the Governance Council can address and help teachers get relief. This was taken under advisement by the Council.*
- b. *Mrs. Burley – in response to Mr. Lowe's question about teachers being prepared for the transition to a different grade level, shared her experience via her resume. Indicated that Griffin RESA is offering one math PL course this summer. She was concerned about being prepared to teach on another grade level.*
- c. *Mrs. Cuebas-Ramirez expressed that there are many concerns on part of parents, but did not list specific concerns. She indicated that things which affect teachers affect students, and thus affects the overall school atmosphere.*

J. Adjournment

A motion to adjourn –was made by Mrs. Mitcham and seconded by Mrs. Studstill. The vote was unanimous and the meeting adjourned at 5:05 p.m.