

**NORMAN PARK ELEMENTARY**  
**LOCAL SCHOOL GOVERNANCE TEAM MEETING**

**Regular Meeting Minutes**

**09/29/2020**

The Norman Park Elementary Local School Governance Team met on Tuesday, August 29, 2020 at 12:00 pm. The meeting was held in the ESOL Room, #206.

**School Governance Team Members Present:**

Stacey Rutledge, Michelle Daniels, Lia Baker, Kristi Sutton, Jennifer Key, Jarrod Roberts, and Rhonda Kelley.

**Principal:** Stacey Rutledge

**School Governance Team Members Absent:** Jessie Ray

7 members were present, representing a quorum

**1. Call to Order**

- Principal, Stacey Rutledge, called the meeting to order at 12:05 pm.

**2. Approval of Agenda**

- Stacey Rutledge distributed the agenda and read through its contents.
- The August 27, 2020 agenda was approved by unanimous consent at 12:07 pm.

**3. Approval of Minutes**

- Minutes from the previous meeting were distributed to each member. Kristi Sutton read them and they were approved unanimously at 12:11 pm.

**4. Principal's Report**

- **Personnel-** Pat Fields (long Term sub for Jackie Meister), Sharon Dunlap (long term sub for Julie Faison), Sandy Thompkins (contracted service), and Sandy Rutledge (contracted service) Remote teachers will be determined at the end of the 1<sup>st</sup> 9 weeks and after the first FTE count which will be Oct 5<sup>th</sup>.
- **Finance/Resource Allocations-** Title 1 budget was submitted (contracted services, BrainPop subscription), new Chromebooks coming soon, 1 to 1 plus 15 % devices. Carry over budget will be distributed in Jan/Feb in the amount of about \$20,000 to continue with contracted services, etc.
- **Curriculum/Instruction-** Acadience (DIBELS) BOY benchmark has recently been completed and we are now in the process of using this data as well as other data to begin Tier 2 and 3 interventions. Beacon is supposed to help prepare our students for Milestones- however is optional. The Federal government has mandated that we assess students using Ga. Milestones in the spring however teacher evaluations will not be affected by these scores (in other words, data only, not used to determine placement for next year, etc. Remote instruction is going great and emails have been sent out to parents to decide whether to

continue as remote vs traditional students. Math interventions and/or contracted services may be needed due to the lack of instruction during the COVID break.

- **School Improvement**-Our Centigex drill is scheduled for Oct. 2<sup>nd</sup>, but cards have not been distributed to staff. SIP remains the same and will continue to focus on our ELL subgroup that is not performing and will continue to provide as much support as we can to get them caught up to grade level.
- **School Operations**- Our annual NP Fall Festival has been cancelled and PBIS is moving to Online Shopping Store. Students will be able to access their options or choices on the computer rather than choosing from the cart or store.

#### **5. New Business**

- PTO has purchased a new curtain for the stage and will be installing ceiling to floor cork board on both sides of the stage.
- 8 metal picnic tables as well as 2 metal benches for the memory garden have been ordered from Will Burt with county FFA and will be ready soon for classes to eat lunches outside around campus because the cafeteria space is so limited.
- Mr. Stacey will check on getting metal coverings for walk up gate sidewalk
- Norman Park's 100<sup>th</sup> Birthday t-shirts were mentioned as another fundraiser in the future.

#### **6. Upcoming events**

- FY 20 LSGT Meeting Dates are tentatively scheduled for: 10/27/20, 12/17/20, 2/04/21, 5/12/21
- United Way Campaign is underway- Jean Passes for Teachers and Paras and employee contributions
- Faculty Hamburger Cook out is planned for Tuesday, October 20<sup>th</sup> for having 100% United Way employee contributions.

#### **7. Old Business**

- New fence has been installed around gym and to the cafeteria
- NP Memory Garden/ Brick Campaign Fundraiser will be announced once benches are completed and installed. PTO will purchase urns and greenery for this area as well. PTO plans to advertise on Facebook and with flyers sent home that includes a photo and explanation of the fundraiser.

#### **8. Adjournment**

- With no further business to come before the Governance Team, the meeting was adjourned at 12:50 pm. Vote: Yes