

NORMAN PARK ELEMENTARY
LOCAL SCHOOL GOVERNANCE TEAM MEETING

Regular Meeting Minutes

9/29/2022

The Norman Park Elementary Local School Governance Team met on Thursday, September 29th, 2022 at 12:00 pm. The meeting was held in the ESOL Resource Room, #207.

School Governance Team Members Present: Members Included: Stacey Rutledge, Kristi Sutton, Jennifer Key, Lia Baker, Jessi Ray, and Rhonda Kelley

Principal: Stacey Rutledge **Assistant Principal:** Michelle Daniels (Absent)

School Governance Team Members Absent: Jarod Roberts

6 members were present, representing a quorum

1. Call to Order

- Principal, Stacey Rutledge, called the meeting to order at 12:06 pm.

2. Approval of Agenda

- Stacey Rutledge distributed the agenda and read through its contents.
- The agenda was approved by unanimous consent at 12:08 pm.

3. Approval of Minutes

- The minutes from the previous meeting on August 25th, 2022 were read by Kristi Sutton, Secretary, and they were approved unanimously at 12:13 pm.

4. Principal's Report- (led by Stacey Rutledge)

- a) **Personnel-** Kayla Sanchez has been hired as a long-term sub in kindergarten filling in for para, Donna Hodnett.
- b) **Finance/Resource Allocations-** This year's first FTE count will be held on October 4th, 2022. Mr. Stacey shared a comparison report based on last year's numbers and it shows that we have increased our FTE segments by \$36,000 since last year.
- c) **Curriculum/Instruction-** In October, the focus for the My View coach will be classroom observations and feedback for teachers. My View Unit 2 Planning days have been scheduled for Oct 4-6 for teachers to be able to meet collaboratively together and arrangements have been made for their classes to be covered in the meantime. All My View Unit 1 Assessments are completed and have been submitted for scoring. Teachers will use the data from the unit tests to determine weak areas and address student needs. All grades recently participated in the Earth Orbit presentation on Sept. 20th in the school gym. K-2 report cards have changed and will only be sent home 2 a year in Jan and in May.
- d) **School Improvement-**The Title 1 budget has been submitted for contracted services and additional Intervention materials. Additional budget carryover money will be available in

January 2023. This money will be used for additional contracted services and Muggins Math materials.

- e) **School Operations**-Recently our school building received a thorough pressure washing and all parking areas have been re-painted.
5. **New Business**- PTO president Lia Baker gave a report:
- Photo backdrops with the NP logo has been ordered
 - \$13,000 of PTO funds have been earmarked for a new, freestanding piece of playground equipment.
 - Several school spirit nights have been scheduled (Nov. 15th- Surcheros, Dec. 6th- DQ/Freckles Skate Night, and Feb 7th- DQ Night)
 - Plans are underway for our annual school Fall Festival on Oct. 18th from 5:30-7:30
 - Senator Saxby Chambliss has agreed to be our guest speaker at this year's Veteran's Day program on Nov. 11th.
6. **Adjournment**- With no further business to come before the (LGST) School Council Committee, the meeting was adjourned at 12:55 pm. 6/6 Votes: Yes

Upcoming Events/Dates:

- October 4th- FTE Count
- October 10th-14th- Fall Book Fair/Parent Night Oct. 11th
- October 13th- Homecoming Parade (rescheduled)
- October 17th- Nov. 4th- Open Enrollment
- October 18th- Fall Festival 5:30-7:30
- October 20th-21st- Fall Break
- October 27th- Next School Council Meeting