

# Meeting Minutes

**Hope Hill Elementary**  
**Date: 22 SEP 2021**  
**Time: 1730**  
**Location: Virtual Zoom Call**

- I. Call to order: 1738
- II. Roll Call-

Role	Name (or Vacant)	Present or Absent
Principal	Maureen Wheeler	Present
Parent/Guardian	Alex Wu	Present
Parent/Guardian	Pamela Moss	Present
Parent/Guardian	Monica Jones	Present
Instructional Staff	Alicia Cole	Present
Instructional Staff	Natalie Walther	Present
Instructional Staff	Keisha Killebrew	Present
Community Member	Alanna Robinson	
Community Member	Greg Stender	Present
Swing Seat	Jocelyn Alter	Present
Student (High Schools)	N/A	

Guests Present: None

Quorum Established: Yes

**III. Approval of Agenda**

- a. **Approval of Agenda as emailed before meeting:** Motion made by: **G. Stender**;  
 Seconded by: **J. Alter**  
**Members Approving:** All  
**Members Opposing:** None  
**Members Abstaining:** None  
**Motion [Passes]**

**IV. Public Comments**

- a. None were requested for this meeting

**V. Action Items**

- a. **Approval of Previous Minutes:** List amendments to the minutes: None  
 Motion made by: **G. Stender**; Seconded by: **M. Jones**  
**Members Approving:** All

Members Opposing: None

Members Abstaining: None

**Motion [Passes]**

**b. Determine 21-22 GoTeam meeting dates**

- i. A. Wu proposed 5 more meeting
  1. Nov 3 or 4 – 4PM
  2. Dec 8 or 9 – 530 PM
  3. Jan 26 or 27 – 4 PM
  4. Mar 2 or 3 – 530 PM
  5. Apr 27 or 28 – 4 PM
- ii. Team mostly felt Wednesday worked best
- iii. J. Alter requested meeting invites be sent out in email

Motion to approve Wednesday dates with alternating time slot (4 or 530 PM)

motion made by: [M. Jones](#); Seconded by: [J. Alter](#)

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion [Passes]**

**c. Determine Midtown Cluster Strategic Planning Dates**

- i. A. Wu displayed the three proposed dates, not everyone must attend, but would like a majority
- ii. Goal is to guide through strategic planning process
- iii. J. Alter requested preference put in chat
  1. Some variation, but everyone except M. Jones could do Tuesday

Motion to approve Tuesday option for training, motion made by: [G. Stender](#);

Seconded by: [K. Killebrew](#)

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion [Passes]**

**VI. Discussion Items**

**a. Discussion Item 1: [School Improvement Plan](#)**

- i. M. Wheeler stated that she had planned to address each in Principal's Discussion, this Principal's Discussion will be very brief
- ii. M. Wheeler suggested reversing presentation order A. Wu proposed to end with plan

**b. Discussion Item 2: [Milestones Report](#)**

- i. Not enough students participating in in-person learning to receive a ranking score within the district

- ii. 3<sup>rd</sup> through 5<sup>th</sup> took exam
- iii. Milestones were reported on individual level, but do not mean much at school level
- iv. Should be of value this year due to number of in-person students
- c. **Discussion Item 3: MAP Growth Reports and BESS**
  - i. M. Wheeler just did coffee talk, and recorded session to discuss MAP Growth and BESS
  - ii. Gave example of student in which they can demonstrate high growth for student, even if cannot pass milestone levels
    - 1. Valuable data set
    - 2. A. Wu said would be valuable to compare with comparable school, not national level
  - iii. When go into intervention, different tools to use, but they do not talk to MAP. There are however options, not chosen, that do talk to MAP
  - iv. BESS is behavior emotional screener – emotional testing, teachers and parents screen students to develop profile. Look for behavior to find hinderance to learning.
- d. **Discussion Item 4: Covid Protocols and Surveillance Testing update**
  - i. Going well, testing ~45% of students each week
  - ii. No positive cases last week
  - iii. Each week do contact tracing if positive results. Then send out a form letter, after day 7 with a test can come back, day 11 without a test.
  - iv. No major issues or outbreaks
  - v. AVA – Atlanta Virtual Academy for students that are afraid to come back
    - 1. 1600 applicants for limited number of slots
- e. **Discussion Item 5: Levelling Update to Include CARES Act Funding**
  - i. M. Wheeler shared screen
  - ii. Shared Leveling Report, and provided summary
  - iii. Projected for 314 students
  - iv. On September 9<sup>th</sup>, 25<sup>th</sup> day, overage of 23 students, over by more now
    - 1. Earned additional \$107k, kept \$62k in reserve in case HH lost money
    - 2. Received 50% of unspent personnel \$12k
    - 3. Released holdback for Title I \$20 K
    - 4. Adjusted pupil for Title I - \$16k
    - 5. Title I carryover - \$55k
    - 6. CARES Offset for substantial losses
      - a. HH was not required, as surplus of funds
    - 7. \$273k to spend

- a. Need to budget for a 3<sup>rd</sup> grade teacher, as classroom was opened up
- b. Will take down to ~\$190k after hire
- c. M. Wheeler asked staff for ideas to spend
- 8. A. Wu asked with enrollment going up, how can ratio stay close?  
Money could help
  - a. M. Wheeler agreed smaller class size is preferred
  - b. No viable space to add a class, and she is struggling to hire teachers, quality of options are low
  - c. Option is to hire more Paras
    - i. Issue is funding is not guaranteed next year, may have to cut staff if they increase this year
  - d. Inman options will impact next year's funding
    - i. Will share Inman solution to public on Sep 29<sup>th</sup>. CAT meets on Monday
    - ii. Budget implications are huge
- 9. In good position this year, look to enhance learning and classrooms, new technology. Working with staff to find best way to spend money
- f. **Discussion Item 6: School Improvement Plan**
  - i. M. Wheeler shared HH School Improvement Plan
  - ii. 6 priorities
    - 1. 2 for reading, 2 for math, 2 for whole child
    - 2. Phonics and writing, number sense through number talk and problem solving, SEL and attendance
    - 3. Review strengths and opportunities, perform root cause
      - a. From root cause analysis, principal had to establish goals
      - b. Maintain or increase in language arts and math, improve attendance
    - 4. 4 Strategies: Curriculum and Instruction, Whole Child and Intervention, Personalized Learning (HH not in cohort at district level), and Signature Programming
      - a. Focused on two: Whole Child and Curriculum and Instruction
  - iii. Short term – 9 week action plan
    - 1. Took work from district action plan, and put into short action plan, with shorter dates
      - a. On next agenda continued discussion plan for feedback
      - b. Looks like a lot, but a lot things HH already does

- iv. M. Wheeler sending Level Plan and MAP to A. Wu to distribute
- v. P. Moss asked about most recent students total, M. Wheeler said 367 including pre-K, but district does not fund Pre-K. M. Wheeler will run an updated student report, and distribute to team by grade level.

## VII. Information Items

- a. **Principal's Report** [Principal's Report](#)
  - i. M. Wheeler addressed all items in Discussion Items above
- b. Midtown CAT Update
  - i. A. Wu presented, provided an update on latest CAT information, and will distribute slides
  - ii. Upcoming Meetings: ESPLOST, Future Inman Building
    - 1. Sep 23 ESPLOST
      - a. HH not part of ESPLOT
    - 2. Sep 27 Inman decision

## VIII. Announcements

- a. ELIS Training
- b. Need all emails update
  - i. G. Stender needs new member emails

## IX. Adjournment

Motion made by: [G. Stender](#); Seconded by: [M. Jones](#)

**Members Approving:** All

**Members Opposing:** None

**Members Abstaining:** None

**Motion Passes**

**ADJOURNED AT 1831**

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**Minutes Taken By:** [Greg Stender](#)

**Position:** [Secretary](#)

**Date Approved:** [8 DEC 2021](#)