



**Fernbank Elementary School
Principal Advisory Council**

**Meeting Minutes
October 26, 2023**

Time: 3:00 PM
Location: Fernbank Administration Conference Room or
<https://emory.zoom.us/j/94391601198>

Attendees: Khalia Williams, Alison Eber, Kristina Johnson, Catherine Corser, Aaronlyn Wright, Denisha Solomon, Michael Neel, Jeff Oliver, Martina Stanley, Leslie Kollmeyer, Josh Bornstein, Christine Heda

I. Approval of Agenda - approved

II. PAC Items

- a. PAC Members
 - i. Welcome new and returning members
 - ii. Photos for website
 - iii. Governance training for new members
- b. PAC Board Officers Vote
 - i. Chair – [Khalia Williams](#)
 - ii. Vice Chair – [Alison Eber](#)
 - iii. Secretary – [Michael Neel](#)
 - iv. Fernbank Foundation Representative – [Kristina Johnson](#)
- c. Meeting Schedule – [dates confirmed by the board](#)
 - i. December 7, 2023
 - ii. January 25, 2024
 - iii. March 28, 2024
 - iv. May 2, 2024

III. Principal's Report

- a. CSIP Status
 - i. [Priorities continue to be Math and ELA](#)
- b. Student Counts
 - i. [Currently at 770 students](#)
 - ii. [Approximate breakdown](#)

1. Pre-K – 44 students
 2. Special P3-P5 – 71 students
 3. Kindergarten – 113 students
 4. 1st Grade – 136 students
 5. 2nd Grade – 137 students
 6. 3rd Grade – 115 students
 7. 4th Grade – 109 students
 8. 5th Grade – 99 students
- c. Teacher Staffing Updates
- i. Fully staffed except for one custodian
- d. Facility Work Order Status
- i. Work orders have been generally addressed quickly
 - ii. One outstanding work orders
 1. Asked the county to remove 3 to 6 feet of tree line in the back so we can see for security measures. There has not been a response yet.
- e. Playground ADA Accessibility
- i. County sent a compliance person out to assess the grounds.
 - ii. Principal Wright will be in touch with the Fernbank Foundation about moving forward on the rubber playground.
 - iii. Need to determine the impact of other programming if the Foundation takes on the rubber playground project.

IV. Students and Teachers

- a. Fall MAP Testing Recap
- b. Canvas
- i. All grades have access to Canvas and are using it. Every teacher is putting something in there and they are getting ready to send information out to the parents. The major roll out date is Nov. 7th.
- c. Attendance Hero
- i. Initiative was brought by the social worker - Ms. Diana Johnson in hopes to address students missing for various reasons.
 - ii. Students are supposed to be at school and on time every day and are awarded at the end of every 9-week period.
 - iii. This past 9-week period celebration had about 200 students.
 - iv. Concerns raised:
 1. Equity issues - what about illnesses, special cases
 2. Need to include excused absences and late arrivals.
 3. Can we send communication to the parents of the reboot of the new procedures for this.

V. Dekalb County School District / Region 2

- a. Fall Cross Council Meeting – November 15, 2023 from 5:30 – 7:30 PM

VI. PTA and Foundation Updates

- a. No PTA updates
- b. Foundation Updates
- i. Successful Fund Fern – exceeded the goal
 - ii. Main funding priorities for 23-24 include early intervention reading support, curriculum support (stipends, software, etc), and facility improvements (signage, IB decor, etc).
 - iii. PTA and Foundation are working together to clean up and make improvements to the grounds, including providing additional shade.
 1. Foundation investigated adding rubber sidewalk for ADA playground accessibility.
 2. Security - Foundation installed privacy/security screen on the front of the school.
 - iv. Foundation has a focus on the developing STEAM program including science speaker program, utilization of science lab, and a partnership with the Fernbank Science center.

VII. Good of the Order

VIII. Next Meeting Date: December 7, 2023 at 3pm