



Fernbank Elementary Principal Advisory Council

Meeting Minutes

Date: October 12, 2021
Time: 3pm
Location: TEAMS Virtual Meeting

Attendees:

- Joan Ray, Principal
- Steve Langdon
- Keagan Russo
- Jessica Raper
- Alison Eber
- Khalia Williams
- Jess Russo, PTA
- Ruth Haas, Teacher
- Christina Heda, Teacher
- Becky Vaughn, Teacher

Non-Attendees:

- Josh Bornstein
- Rod Eggleston

00 – Welcome

- Approval of Agenda
 - Motion: Keagan Russo, 2nd: Steve Langdon
 - Vote : 11-0. **APPROVED**

01 – PAC Items

- New PAC Members
 - Steve introduced the newly elected members and each member gave a brief bio of themselves.
- Officer Elections
 - Chair: Steve Langdon
 - Keagan Russo nominated Steve Langdon as Chair and was seconded by Joan Ray. No other nominations were made. Vote: 11-0. **APPROVED**
 - Vice Chair: Keagan Russo
 - Steve Langdon nominated Keagan Russo as Vice Chair and was seconded by Joan Ray. No other nominations were made. Vote:11-0 **APPROVED**
 - Secretary: None
 - No nominations were made. Jessica Raper suggested one of the returning PAC parents take on the role in order to provide time for the new members to get acclimated to the officer positions. Steve Langdon offered to follow up with Josh and Rod to confirm their interest and hold a vote via email after the meeting. All agreed. POST MEETING: Rod Eggleston confirmed by vote 8-0 to hold Secretary position. **APPROVED**
- Governance Training

- Steve noted that all new members are required to complete the School Governance Training. The training is offered online and Steve would share the link after the meeting. All new members agreed to complete the training prior to the next PAC meeting in December.
- **ACTION:** Steve to share training link
- **ACTION:** All new members to complete training
- PAC By Laws
 - Steve offered to share the current PAC By Laws for everyone's review via email after the meeting.
 - **ACTION:** Steve to share By Laws
- Future Meetings:
 - In staying with the same calendar as years past (3pm second Tuesday), the following dates were confirmed for the 2021-22 PAC Meetings:
 - Dec 14, 2021
 - Jan 11, 2022
 - March 8, 2022
 - May 10, 2022
 - **ACTION:** Steve to create Teams meeting invitations

02 – Principal Report

- COVID Protocols
 - F2F / Virtual Students
 - Joan Ray summarized the current student counts.
 - PPE/Cleaning/Sanitizing/HVAC
 - Current PPE stockpiles were discussed as well as students very successful use of PPE. Each classroom has at least 1 air purifier. Lunch room protocols were also discussed and applauded.
- Teacher / Student Reassignment
 - Unfortunately, the actual student count of 761 did not meet the expected count of 791 and therefore some classes had to be consolidated and reorganized in kindergarten and 2nd grade. All effected families were notified of the required changes and changes have been made.
- FTE Day
 - FTE day was last week and we had good attendance that day. Additionally, those students held out due to quarantine as also being counted.
- CSIP Review
 - Joan Ray summarized the draft Continuous School Improvement Plan including 3 areas of focus : Literacy, Numeracy, Social/Emotional Health. Plan will be reviewed again at future meetings.
- IB Re-Certification
 - Joan Ray confirmed the IB Certification audit was completed in the spring. Coordination between County curriculum and IB planners is ongoing. The County has a new IB Coordinator, Martha Donovan, who is assisting in those efforts.

03 – Students and Teachers

- Fall MAP Testing recap
 - Fall MAP testing was completed and went very well with great student participation.
- Winter MAP Testing
 - Winter MAP is scheduled to start Dec 6 and be completed by late January.

04 – DeKalb County School District / Region 2

- Druid Hills Cluster Alliance
 - o Steve summarized the Cluster Alliance make-up and goal to be advocate for all the DH Cluster schools as a whole. The meetings are virtual and all PAC members are welcome to attend. Our area Board member, Marshal Orson, and Regional Superintendent, Trenton Arnold, regularly attend.
 - o **ACTION:** Steve to forward meeting link to all.
- E-SPLOST VI
 - o SPLOST IV is on the general election ballot. This is a continuation of the existing penny sales tax and the largest income opportunity for physical capital improvements to all DeKalb schools. Steve encouraged all to vote.
- Cross-Council Meeting
 - o Steve summarized the District holds 2 Cross-Council meetings each year as a opportunity for PACs across the district to meet and collaborate. 1 or 2 PAC members fund each school are encouraged to attend.
 - o **ACTION:** Steve to forward link to next virtual meeting

05 – Facility Items

- Comprehensive Master Plan / Facility Assessment
 - o Steve summarized the current Master Plan status and shared the slides from the most recent Region 2 CMP meeting. He also shared the scores for the current Fernbank Facility Assessment which included 2 priority issues: Roofing membrane and HVAC controls. As the building is only 5 years old, both issues are currently being addressed as warranty items and not likely part of the SPLOST funded repair list.
 - o **ACTION:** Steve to share slide presentation and Fernbank FA

06 – PTA and Foundation Update

- Shade Structures
 - o The Foundation is currently exploring options to purchase permanent outdoor shade structures to be used for outdoor learning spaces. Steve and Anna from the Foundation will work with Trenton Arnold to get board approval as these items, completed funded by the Foundation, exceed the cost threshold that requires Board approval to add improvements to the District's owned facilities.
 - o **ACTION:** Steve and Anna to provide information to Trenton Arnold
- Fund the Fern
 - o Fall fundraiser starts Oct 12 with a goal of raising \$80k
- Auction
 - o In-person auction is scheduled for March 18th, 2022.
- PTA Updates
 - o Jess shared the following updates:
 - Spirit Nights have been very successful to day and many more are scheduled
 - Fernwear sales have gone well.
 - Teacher celebrations will take place in November
 - A mask drive is needed and will be requested in next week's Flash.

Meeting adjourned.

Next Meeting Dec 14th @ 3pm via TEAMS

[End of Minutes]