



Fernbank Elementary Principal Advisory Council

Meeting Agenda

Date: January 12, 2023
Time: 3pm-4:30pm
Location: Fernbank Administration Conference Room

Attendees

- Terese Allen, Interim Principal
- Catherine Corser, Teacher
- Christina Heda, Teacher
- Alison Eber
- Kristina Johnson
- Steve Langdon
- Martina Stanley
- Khalia Williams
- Simone Willingham, Assistant Principal
- Becky Vaughn, Teacher

Absent Members:

- Aaronlyn Wright, Assistant Principal
- Josh Bornstein
- Jeff Oliver
- Ruth Haas, Teacher

00 – Welcome

- Approval of Agenda

01 – PAC Items

- PAC Members
 - DCSD Governance Training
 - All members in attendance reported that they have completed training
 - Expecting an audit later this spring.
 - Photos for websites
 - ACTION: A few pictures are still missing, so everyone will check and send to Sara Smith if a picture isn't already there
- Principal Search Status and Flowchart
 - Step 1 – Position Posting - Complete
 - Step 2 – Leadership Attribute Survey - Complete
 - Step 3 – Resume Review - Complete
 - Step 4 – Professional Interviews – Complete
 - Step 5 – Focus Group - Complete
 - No status update. Focus group was completed in December, and the district has not shared any updates since then. Steve contacted Whitney McGinness and Trenton Arnold, but no further information or timetable has been provided.
 - Ms. Allen has reported that the Superintendent has conducted her interviews. The timing for her decision can range from a couple of days to several weeks, and there's no way to know when it will be announced. The process should move quickly once the decision is made.

02 – Principal Report

- COVID Protocols

- DCSD Policies
- Surveillance Testing
 - Students who opted in are still being tested every Wednesday. Fewer than 3 known cases since holiday break. Lots of other viruses are being spread, however, so it is important to continue messaging about handwashing, etc.
- CSIP Status
 - Teachers are working very hard to bridge academic progress and reach a goal of scoring 3 points higher on CCRPI. Last year's CCRPI was based only on content mastery, but it was still 84.6 out of 100. Score likely would have been higher if growth and bridging the gap criteria had been included.
 - MAP testing is still happening in K-2, but 3rd grade students have 76% of students in the developing, on level, or exceeding performance range; 84% are at those levels in 4th grade, and 78% in 5th grade.
- Student Counts
 - Additional 5th Grade Teacher
 - Additional K Grade Teacher
 - 5th grade teacher would be to free up Ms. Taylor to be an IB coordinator for renewing Fernbank's IB status. The IB reauthorization report stipulated that someone should be in the position of IB coordinator for Fernbank by March 13.
 - K seems to be the grade level that is drawing many students; and 1st grade is also very large
 - Fernbank as a whole has 760 students and is growing. 7 new students were added in a single day this week.
 - Ms. Allen has been working with HR to get more points to hire another teacher, but efforts have not been successful. The only way to expand the number of teachers in a grade level is by moving someone internally from an existing position.
 - Teachers report that they're receiving fewer reference requests for private school transfers, so enrollment is unlikely to decrease
 - Hiring Update
 - A new art teacher will start before the end of January
 - 1.5 cafeteria roles have been filled and should start soon
 - Still looking for a custodian
 - Contracts for teachers for 23-24 are expected to come out on February 14th

03 – Students and Teachers

- Winter MAP Testing
 - Ms. Heda reported that MAP testing is wrapping up. Older students have finished math and reading; K & 1st will wrap up during the first week in February.
- School Nurse Support
 - No updates.
 - ACTION:** Chair will follow up with Trenton.
- Canvas
 - Lower grades are not using Canvas. Fifth grade is continuing to work through the challenges with it.
 - ACTION:** Chair to bring up Canvas at the next Cluster meeting to see how it's going at

the other elementary schools.

Ms. Corser expressed concerns that the district's configuration of Canvas separates students based on designations like special ed and gifted, and students are not able to discuss assignments online in heterogeneous groups. The district is exploring other configuration options.

04 – DeKalb County School District / Region 2

- Druid Hills Cluster Alliance
 - Last Monday of the month
 - **ACTION:** Chair will send invitation to Cluster Alliance meeting to PAC members.
- Red Devil Task Force
 - No new reports. A couple parents spoke at the last board meeting to ask the district to move forward with the next steps for the projects on the SPLOST 6 list.

05 – Facility Items

- Fernbank Work Order Status
 - 6 outstanding requests waiting for responses this month. Issues include HVAC, roof leaks in the gym and library, and broken fixtures. Response rate is still greatly improved.
 - Inquiry into when we can uncover the drinking fountains for student use.
 - **ACTION:** Ms. Allen will follow up with district offices about restoring fountain access.

06 – PTA and Foundation Update

- Clubs - Facility Use Fee
 - District requires a facility use fee for all outside clubs. Past fee structures no longer work which has delayed the ability to allow clubs. In researching other counties, Dekalb's fees are higher than other districts.
 - Ms. Allen reported that 3 of the 4 clubs have worked with the district and have completed the requirements. Initial information about the fee structure was incomplete because the rates did not assume the flexible rates based on spaces.
- Outdoor Classroom
 - Vendors came out and made adjustments to outdoor classrooms to address past issues; teachers report using the space
- Auction - Friday March 3rd
 - Auction tickets are now on sale

- 07 – General

[End of Agenda]