

**Ellijay Elementary School**  
**School Governance Team Meeting Minutes**  
**Tuesday, January 25, 2022**  
**4:00 PM**  
**EES Auditorium**

Call to Order and Welcome

Pledge of Allegiance

Approval of Agenda : motion by Mrs. Woody, second by Mrs. Vick, all in favor

Approval of November Minutes : motion by Lauren, second by Cody, all in favor

Members Present:

Mrs. Jan Day has submitted a resignation letter. The community representative is appointed and may remain vacant until next year. We will reach out to Mrs. Day about a possibility of another representative from Boys and Girls Club to serve. Mrs. Woody agrees that waiting until next year is a great idea. Mr. Bearden pulled the by laws and Dr. Fonteboa read them to the team.

I. Academic Achievement

A. [Winter MAP Data](#)

We had struggles with winter administration with the internet. We did away with the first attempt and allowed students to begin fresh the following week. Mrs. Stover also discussed how we had an entire Kindergarten class quarantined due to COVID in August, so they tested outside the window resulting in that data not populating for Fall. Mrs. Stover hand scored the percents in each proficiency to accommodate the missing data points. Dr. Fonteboa spent time discussing how NWEA MAP breaks down the percentile ranges and colors assigned. Teachers do a data dig each semester to look at the growth, or lack thereof, of each and every student. The MAP data is compared to projected proficiency levels, guided reading levels, report card grades, etc.. In most areas, we increased the number of students scoring at average or higher. We experienced higher growth in math as compared to reading. Mrs. Vick asked if we had a large number of students enroll in Kindergarten prior to winter administration resulting in the decline. Mrs. Woody asked if other circumstances may have resulted in the decline. Mrs. Stover looked it up, and we only had 3 students enroll prior to winter administration. 2nd grade had growth, but Mrs. Vick was hoping to see more. She discussed how she felt 2nd grade was the hardest hit with COVID. Mrs. Henson agreed. The current 2nd graders missed the 2nd half of Kindergarten where students go beyond learning letters in isolation to learning to read. Mrs. Henson shared about the addition of the shared read piece which gives students exposure to grade level text. This was the last piece to the balanced literacy.

B. Intervention Specialist Position

With CARES funds, EES was able to hire Lauree Pierce (former principal) under a contract work basis to provide intervention support to some of our struggling students. This allows the help to be during the school day where transportation is not an obstacle. This allows us to reduce the

**Ellijay Elementary School**  
**School Governance Team Meeting Minutes**  
**Tuesday, January 25, 2022**  
**4:00 PM**  
**EES Auditorium**

student/teacher ratio in strategically selected classes. Dr. Fonteboa shared where she was serving.

- I. Parent and Community Engagement
  - A. Parent Events Follow Up: Parent visiting the building was a success! Parents were extremely happy to be back in the building and participated in something meaningful with their child. Mr. Bearden said what stood out was that the kids LOVED having parents there. Mrs. Woody said her kids were talking about it the week prior and were so excited! She did not see anything negative about it. Mrs. Woody asked if we see if the parent visits get fewer as students get older. Mrs. Fonteboa said this was the trend. Dr. Fonteboa said she is hoping we get over the Omicron spike and able to do something for the end of the year. Mrs. Woody said starting with the 2 biggies (Christmas and end of year) are great opportunities to begin bringing parents back in. The end of year will allow us to celebrate the student successes. Mrs. Bearden said he would love to be involved in EOY awards and/or field days. He mentioned spreading it out like we did last year. Mrs. Vick mentioned that some parents with multiple children find it difficult to take off multiple times. She mentioned in past years, grade levels held field day and awards day on the same day.
- II. High Performing Culture and Workforce
  - A. Charter System Foundation - [School Governance Team Roles & Responsibilities](#)

The team watched the video prior to the meeting. Dr. Fonteboa reminded us that every district should have a go to person for curriculum and instruction. For Gilmer, it is Mrs. Lottie Mitchell. Mrs. Stover acts as testing coordinator here at EES. Mrs. Vick appreciated that the video reminded us that teachers have control to teach the standards in ways to best meet the needs of the kids in her class instead of the “how” to teach it being mandated. Dr. Fonteboa will share the next video’s link after this meeting.
- III. Operational Effectiveness
  - A. Safety
    1. Safety Measures Outside of School Hours: Another elementary school was burglarized after hours. Dr. Fonteboa stated that EES had a custodian that is in charge of checking all doors and windows. We also have security cameras inside as well as outside of the building. Mrs. Woody asked if the cameras record. Dr. Fonteboa shared that they do. She also stated that we have a tight protocol (Facilitron) to use EES after hours which also helps with safety. Mrs. Woody asked if an EES employee is in charge of the school during these times. Dr. Fonteboa stated yes. We have to ensure security (SRO), supervision, and custodial. Mr. Bearden stated that Park and Rec also uses school facilities. In these

**Ellijay Elementary School**  
**School Governance Team Meeting Minutes**  
**Tuesday, January 25, 2022**  
**4:00 PM**  
**EES Auditorium**

situations, Dr. Fonteboa said the agreement is for the gym only, so there is no access to the school building. She also mentioned that EES now has the back gate to prevent traffic during school hours. Mrs. Vick asked if the park and rec has to pay for any damages or clean up. Mrs. Stover stated that they are responsible for both. Mrs. Stover also mentioned that we had a GEMA rep walk the building with her today. She is looking forward to sharing what we learned at the next meeting.

**B. Testing**

Dr. Fonteboa stated that we are entering “testing season.” Mrs. Stover shared everything coming up:

Gifted testing (students triggered by Winter MAP scores)

Winter MAP was before the break

ACCESS testing begins next week. This is for our EL learners. This assessment helps us determine whether students remain or exit the EL program.  $\frac{1}{3}$  of our school participates in this assessment.

2nd MAP reading fluency will be Feb. 9th. This will be for grades K-2.

Milestones will begin May 3rd. Dr. Fonteboa shared that the district has agreed to break the sections by day. It does mean more “days” of testing; however, it helps the kids not be so tired on testing days.

MAP growth will take place in late March/early April

**IV. Fiscal Accountability**

**A. Krispy Kreme Doughnut Fundraiser**

The Fall fundraiser was amazing, so we will do another one this spring:

April 11 - 15 with delivery the 21st. Mrs. Woody asked if there are any fundraisers that would ship to purchasers. She stated selling the doughnuts isn't the issue. She has a hard time getting them delivered.

This is why her family cannot participate. Dr. Fonteboa will charge the fiscal accountability team to research another option that offers shipping.

Mrs. Vick mentioned the Kona truck and/or Chick Fil A coming once a month. Kids can buy, and it is a fundraiser for us. Mrs. Stover mentioned that the “food” type items may compete with our cafeteria, so Kona truck may be a better option.

Mrs. Vick mentioned a Friday shirt sale. Dr. Fonteboa mentioned that we also have the slushie and popcorn machine as options.

**V. Questions/Concerns**

Motion to adjourn, Mrs. Woody, second by Mr. Bearden, all in favor.

Next meeting is Feb. 15th

**Ellijay Elementary School  
School Governance Team Meeting Minutes  
Tuesday, January 25, 2022  
4:00 PM  
EES Auditorium**