



Chamblee High School  
Principal Advisory Council Minutes  
February 8, 2022, 7:15 – 8:00am

The Chamblee High School Principal Advisory Council met February 8, at 7:15am, via Zoom

**Attendance/Establishment of Quorum**

**Council Members Present:** G. Barnes (Principal); D. Martin-Gerstle, Chair (Parent); A. Milne, Vice-Chair (Teacher), K. Feaster, Secretary (Parent); K. Landers (Teacher); L. Axelson (Parent)

**Council Members Absent:** None. A replacement for B. Concepcion (Parent), who resigned has not yet been identified.

**Additional Attendees:** K. Brooks (Student, representing Blue & Gold), M. Clark (Teacher), A. Connor (CHS AP), F. Johnson (CHS AP), N. Kelly (Community), S. Stanhope (Teacher). There were also 3 other individuals on the call: E20029652, E20048470 & John.

**Establishment of Quorum:** With 5 voting members present at the start of the meeting, a quorum was established. Call to order at 7:16am.

**Public Comment:**

- Additional attendees introduced themselves. All visitors indicated they were there to observe.
- No additional public comment.

**Action Items**

*Approval of Minutes from Previous PAC Meeting*

- K. Feaster distributed the January 11, PAC Meeting Minutes & Summary via email.
- L. Axelson motioned to approve the minutes. A. Milne seconded the approval. The minutes were approved unanimously.

*Approval of Agenda*

- D. Martin-Gerstle distributed the agenda prior to the meeting.
- D. Martin-Gerstle requested the addition of Communication & Social Media as a Discussion Item to the agenda.
- L. Axelson motioned to approve the agenda with the addition. A. Milne seconded the approval. The agenda was approved unanimously.

**Informational Items**

*Principal's Report: Principal Barnes*

Enrollment Numbers: 1744

CHS Staffing Update:

- Custodians still needed.

Title 1 Update:

- Requisitions continue to complete Title 1 funding.



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- Credit recovery occurring.

COVID Update

- Covid cases are decreasing.
- Transportation issues are occurring every morning. These are county resources. These students are counted late each day but are excused tardies. Unsure of the number of students impacted each day, as the county maintains the number of students per route, and it is unknown how many students have now started to rely on other transportation. Continues to impact the same route most mornings.

*CSIP Review*

- CSIP (Continuous School Improvement Plan)
- 2 Priorities for CHS: Literacy across all curriculums & Graduation Rates
- There was a meeting Wednesday, February 2, where all staff members were invited to a meeting with Dr. Marin to provide feedback on the CSIP for the school year 2022 – 2023.
- A. Milne expressed concern about the timeline of the PAC needing to approve the CSIP and the school staff review meetings being held monthly to continue to tweak the document.
- Principal Barnes cleared up this concern as the PAC needs to approve the CSIP, as posted, for the 2021 – 2022 school year. The CSIP is a 'living' document that continues to be modified and tweaked to formulate the official CSIP document for the next school year. The staff committee, led by Dr. Marin, is meeting to formulate the CSIP for the 2022 – 2023 school year.
- K. Feaster made a motion to approve the 2021 – 2022 CSIP. L. Axelson seconded the motion. The CSIP was approved unanimously. Revisit in agenda planning of next meeting to ensure A. Milne did not have feedback.

*Ashford Park PAC Meeting - Updates*

- The Ashford Park PAC requested to meet with the CHS PAC CMP Sub-Committee. This meeting was held via zoom, Thursday, January 27 at 7:15pm.
- D. Martin-Gerstle gave the highlights of that meeting.
  - The Ashford Park PAC had the same primary questions regarding moving Ashford Park out of the Chamblee cluster as the CHS PAC. 1. How does moving Ashford Park out of the cluster, but moving Hightower in, alleviate any overcrowding? 2. What is the plan to continue the German Dual Language Immersion (DLI) program in the Cross Keys cluster?
  - The response from the DCSD CMP Committee seems to be that a program to support the German DLI will be built in the Cross Keys cluster. The 2 PACs both agree that this will be challenge as there seems to be a struggle to find German teachers to support the German program at the middle and high school levels. The combination of German and the certifications required at this level make it particularly difficult.
  - D. Martin-Gerstle indicated that in the State of the Region meeting the Cross Keys update indicated that the plan is to begin offering German at CKHS. K. Feaster to ensure APS PAC is aware of this.



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- APS PAC members surveyed their community about the move out of the Chamblee cluster and over 90% of respondents (around 250-300ish) did not want to move out of the Chamblee cluster.
- APS PAC has a meeting with the DCSD CMP Committee and K. Feaster will follow-up with the APS PAC to provide an update for the next CHS PAC meeting.

**Discussion Items.**

*PAC Member Replacement for B. Concepcion*

- D. Martin-Gerstle has attempted to reach M. Ochoa multiple times by both email and phone with no response. (In the last meeting M. Ochoa was voted to replace the PAC resigned member, B. Concepcion.)
- D. Martin-Gerstle motioned to move to the next highest vote winner in the PAC election held last spring to fill the vacancy, K. Logan. K. Logan's term would run from now until September. A. Milne seconded the motion, and it was approved unanimously.
- K. Logan was previously a parent representative to the CCHS Governing Board.
- A. Milne will provide the email address for K. Logan.

*New DCSD Volunteer Proposed Policy*

- Brief overview: 3 levels of volunteers. 1 – No contact with students, 2 – Contact with students, but with direct supervision of a teacher or other staff member (ex. Mystery Reader, Book Fair Volunteer), 3 – Direct contact with students, without supervision (ex. Overnight field trip chaperone). For Level 1 volunteers, fingerprints and background checks are not required. For both Level 2 & 3 volunteers would be required to be fingerprinted and have a background check.
- Currently, Level 3 volunteers are required to be fingerprinted and have a background check. Those are completed only at a district office. The process is at the expense of the volunteer, and it requires 2 trips to the Security office, inconvenient to many clusters, including Chamblee's. 1 trip to complete the paperwork, 2<sup>nd</sup> trip to pick up your badge. It has long been considered by volunteers to be a cumbersome process.
- Most agree with the proposed policy regarding Level 1 & Level 3 volunteers. Most of the discussions focus on whether background checks should be required for Level 2 Volunteers.
  - M. Clark, teacher at CHS, elementary and high school parent, and previous staff member within the Catholic Archdiocese, found value in having all volunteers interacting with students to be background checked and visibly displaying a Volunteer badge, as she experienced with previous employment. She would like to see the process to be background checked to be more accessible to all parents and offered beginning of the school year registration events as a possible location to have this available.
  - A. Milne's support on whether background checks should be required for Level 2 is contingent upon the accessibility and financial impact to volunteers. To include all of a school's parents fairly, this process needs to be available at the schools.
  - General agreement among the group that it must be more cost friendly to ensure cost is not a deterrent to volunteerism.



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- M. Clark discussed that the policy deters any undocumented parents from taking on an engaging volunteer role. L. Axelson suggested that maybe there are further levels that need defining, so as not to deter these volunteers.
- A. Milne indicated that the fingerprinting machine used to verify identify is costly and that is why is currently centralized.
- N. Kelly discussed that in many areas of the county the school volunteers are church groups, NAACP, corporations, etc. and this could deter these groups from volunteering.
- D. Martin-Gerstle reminded everyone of the DCSD PAC meeting to discuss the policy, Thursday 2/10 at 6pm.

*Possible Ex Officio Member Additions*

- A. Milne reached out to both SGA and PTSA to gauge their interest in attending PAC meetings.
  - SGA is interested in having a rotation of students. Elected students to SGA, non-voting PAC members, but want flexibility to rotate the attending student, so it doesn't always fall to the same student.
  - PTSA will discuss in their next formal meeting.
- A. Milne to write a proposal to bring to the PAC regarding SGA and will include PTSA, if possible, after their meeting.
- Anyone can currently attend a PAC meeting, so an invitation will continue to be extended to SGA and PTSA representatives, they just won't yet be non-voting members of the PAC.

*CMP Updates from CMP PAC Meeting*

- All quiet from DCSD CMP until the DCSD School Board votes.
- J. Terrence, PE teacher at CMS, has written a letter to DCSD Operations requesting turf for their field.
  - A. Hill School Board Member has asked for pictures of current field.
  - D. Martin-Gerstle to follow-up with CMS for response from DCSD.
- General discussion about field space in the Chamblee cluster
  - M. Clark indicated that general feeling is that coaches do not feel supported by county.
  - L. Axelson reminded all that DHS now has a turf practice field and therefore, should not be using the stadium as much as in past years. Hoping this allows more access to the stadium for Chamblee sports.
  - In the past both M. Pearch and A. Hill have indicated there is no long-term plan to add more field space to the Chamblee cluster.

*Communication & Social Media*

- This discussion items were added based on the lunchroom fight at CHS last week. News of the fight was posted all over social media. A few questions were asked:
  - D. Martin-Gerstle asked if there would be communications on social media from the school in such situations. Principal Barnes indicated that they follow the DCSD protocols and as social media is not an official platform no postings from the school would be made on social media regarding such incidents.



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- K. Feaster asked if there were things PAC members could do to help the school in these instances. Principal Barnes indicated that there is a non-negotiable DCSD protocol followed to investigate and handle such situations. If your child is involved, you are going to be notified as soon as possible. There is nothing the PAC could do except act as they would as informed parents. Remind other parents of the need to follow protocol, that the school will notify parents of student involvement as soon as possible and that as a community we should all 'see something, say something'.

**Additional Items**

- There were no additional discussion items.

**Adjournment**

D. Martin-Gerstle moved to adjourn the meeting. K. Feaster seconded. The motion was unanimously approved. The meeting was adjourned at 8:14 a.m.

**Develop Agenda for Next Meeting**

- Student Government & PTSA Participating in PAC Proposal Review

**Next Meeting Date/Time:** The next meeting of the Council is planned for Tuesday, March 8, 2022, at 7:15am, via Zoom.