



Chamblee High School
Principal Advisory Council Minutes
September 14, 2021, 7:15 – 8:00am

The Chamblee High School Principal Advisory Council met on September 14, 2021, 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), B. Concepcion (Parent)

Council Members Absent: none

Additional Attendees: N. Kelly (Community)

Establishment of Quorum: With 6 (all) voting members present at the start of the meeting, a quorum was established. Call to order at 7:17am.

Public Comment:

- N. Kelly congratulated the council on the formation of the PAC for CHS
- N. Kelly indicated her willingness and availability for questions/support to provide continuity between the CHS PAC & CCHS Charter Governing Board (as referenced in the DCSD CMP Discussion Item in the August 24 PAC meeting minutes)

Action Items

Approval of Minutes from Previous PAC Meeting

- K. Feaster distributed the August 24 PAC Meeting Minutes & Summary via email.
- D. Martin-Gerstle motioned to approve the minutes. B. Concepcion seconded the approval. The minutes were approved unanimously.

Approval of Agenda

- D. Martin-Gerstle distributed the agenda prior to the meeting.
- K. Feaster motioned to approve the agenda. A. Milne seconded the approval. The agenda was approved unanimously.

Informational Items

Principal's Report: Principal Barnes

Enrollment Numbers: 1740, Current Enrollment is about where we were for the last PAC Meeting. This number is similar to the 'Warm Body Count' at the time of the August PAC meeting plus the 30 students enrolled in Flex Academy.

- A few (maybe 3) more late requests to go to Flex Academy vs. in-person due to living accommodations, high risk health individuals in the home, etc.
- APs are working to get other students back to school. As a result of last year (hybrid learning model) still have some students not attending, but as there is not hybrid this year, this is not an option.

CHS Staffing Update:

- Filling open staff positions continues to be a challenge. There just are not candidates, appropriately certified available.
- New Registrar set to begin 9/27.



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- A new administrative assistant has been found to replace Ms. Campbell.
- Need to fill another administrative assistant position to replace Ms. Sanchez, who left at the end of August. Ideally need a Spanish speaking individual to fill this role.
- Social Studies replacement has also been a struggle. Finding someone with a certificate is difficult, these individuals are just not available.
- 3 offers have been extended and accepted for the Custodian position. These resulted in 2 'No shows' and 1 ended up taking a position close to home. Principal Barnes continues to interview to fill this position.
- 2 Staff members are returning from maternity leave next month.
- A paraprofessional is taking the Social Studies test in the next 2 weeks to get certified.
- Another paraprofessional is becoming certified as a teacher in Special Education.

Transportation Update

- Discussion related to the bus delays/shortage of bus drivers, caused by "sick-out" beginning Friday 9/10.
- Drivers feel they have not been listened to
- On Friday, CHS has 22 buses, but only 5 drivers were available. Principal Barnes combined some routes, 'borrowed' a driver from another region, balanced as best as possible, to get students to school.
- Only 1 CHS route affected today.
- K. Feaster referenced the Dunwoody Homeowners' Association (DHA) meeting held Sunday, September 12. Video of the meeting can be found on the DHA Facebook page. Approximately 10 minutes into the meeting Mr. Antwyn Brown, Superintendent Watson-Harris's Chief of Staff addresses the Bus Driver shortage faced by Region 1, specifically related to Friday, 9/10. There were ~35 drivers quarantined on Friday and another 21 called in sick, creating the lack of drivers on Friday. History indicates these 'sick outs' typically begin on a Friday and last through Monday.

Title 1 Update:

- An individual to be the Title 1 Parent Liaison has been identified. Currently awaiting translation of international documents so the district can approve this individual.
- In reviewing 4.5-week grade reports there are students failing multiple classes. This highlights the need to get Title 1 tutorial up and running.
- It is recommended that 50% of budget be spent by October (not a requirement). Steps above will get CHS to that level.
- A. Milne asked the number of students on Free & Reduced Lunch for the school year. Unfortunately, there is not an accurate count at this time, as a waiver was granted last year and extended through this year. All meals are free to all students. This has reduced the incentive to apply for Free/Reduced Lunch. Only those who may benefit from reduced AP exam fees, college application fees, etc. are incented to apply. (Meeting Chat: N. Kelly indicated that the 1 free AP Exam for FRL was approved yesterday).

MAP & PSAT Updates:

- Finishing up MAP testing currently.
- A. Milne identified a problem yesterday with students who have been retained from 11th to 10th this school year. These students need to be manually added back into the testing pool and then complete their MAP testing.
- PSAT – Dr. Connor has indicated that 442 9th & 11th graders are registered for the PSAT (in addition to all 10th graders). PSAT is 10/13 8:30am – 12pm.

COVID Update: Cases, Quarantine, Virtual School

- Oddly quiet, hoping this trend will continue.



PAC Updates:

Member Terms

- K. Feaster, D. Martin-Gerstle, & A. Milne PAC term ends 9/20/2022.
- L. Axelson, B. Concepcion & K. Landers PAC terms ends 9/20/2023.

Training

- Live training SUG sent to PAC members by K. Feaster.
- Self-Paced training link will be updated once fall PAC election cycle is complete. (In process for other schools currently.)

PAC Webpage Set-up

- K. Feaster has submitted design and requirements for PAC webpage to Mr. Felts (CHS Webmaster)
- Mr. Felts is currently working on these requests.
- This process should also confirm the email address provided to the CHS PAC.

Call for Agenda Items

- Discussion of how to handle call for agenda items within the PAC, from the parent community and make the deadline of publishing an agenda 1 week prior to the PAC meeting.
- For future meetings, PAC must have a draft agenda 2 Thursdays prior to meeting (9/30 for next meeting). Draft agenda and call for agenda items from community should be posted to Bulldog Bulletin and Principal's post over the following weekend (10/2-3 for next meeting). Agenda items must be submitted by 12pm, 1 week prior to meeting (10/5). Agenda posted by end of day, 1 week prior to meeting (10/5).
- K. Feaster to submit agenda and call out for agenda items to Bulldog Bulletin. K. Feaster to have Mr. Felts post agenda on PAC webpage 1 week prior to meeting.
- *(Note: This process has been changed for simplicity. Please visit the future October Summary & Minutes for details.)*

Discussion Items

Cluster Meeting Summary – L. Axelson

- Referenced summary L. Axelson sent to CHS PAC members.
- Highlights included:
 - FCAs are being updated and will be re-released. The new values will be used going forward.
 - The first CMP Town Hall for Region 1 (8/31) will be more of a level setting meeting. Recommendations will be released in another series of meetings with the new FCA values in mind.
 - COVID – “Goal is to keep schools open and in person.” A plan with metrics is in process and will be made public. Moving towards classroom/school/region/district guidance. The goal is not a one size fits all plan.
 - There was some discussion about equity and delays in registration for schools that sent families to the international center. This was a concern raised by Hightower.

2021 – 2022 DCSD CMP Updates

- First meeting was just general information, setting expectations.



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- Next CMP meeting will discuss potential plans, any redistricting, new builds, etc. Want to ensure have parental/community involvement in the next phase as anything could be on the table.
- There was some discussion about what was heard about the magnet program in the Town Hall meeting on 8/31. The consensus was that the magnet program at CHS was not specifically addressed, but potentially different types of new magnet program(s) within a new high school (purchase of office building) may be used to alleviate overcrowding within the north side of the district. Nothing concrete was defined/announced.
- All agreed upon the creation of a Committee to lead the CHS community through the DCSD CMP process. N. Kelly agreed to serve on this committee. A. Milne suggested L. Reynolds (Athletic Director) to serve on this committee and volunteered himself as well. As Chair of the PAC, D. Martin-Gerstle will also be on this committee.
- No rush on forming the committee currently. L. Axelson indicated interest needs to be opened to the community. K. Feaster to include in meeting Summary and pass onto Bulldog Bulletin once next Town Hall dates are announced.
- N. Kelly indicated in the meeting chat that Superintendent Watson-Harris announced that the September CMP Town Hall meetings will move to early October to ensure Facility Condition Assessments (FCA) & Education Suitability Assessments (ESA) are solid before these meetings.
- A. Milne looking for recommendations of how to communicate this information to CHS staff and how to gauge interest of participating in the committee.

School Culture/Community

- A. Milne briefly discussed the need for bringing the CHS community back together after the 1.5 years of virtual learning and the unavoidable COVID environment that has been destructive to the school culture and community.
- Due to time constraints, further discussion was tabled until the next meeting.

Additional Items

- There were no additional discussion items.

Adjournment

Having reached time constraints for the PAC members, D. Martin-Gerstle moved to adjourn the meeting. L. Axelson seconded. The motion was unanimously approved. The meeting was adjourned at 8:00 a.m.

Develop Agenda for Next Meeting

- Consolidated School Improvement Plan (CSIP)
- School Culture/Community

Next Meeting Date/Time: The next meeting of the Council is planned for Tuesday, October 12, at 7:15am, via Zoom.