

[Kimberly Elementary School]

Date: [March 13, 2025]

Time: [5:00-5:45pm]

Location: [Virtually/ YouTube]

I. Call to order: [5:00 pm]

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Kristy Reese	Present
Parent/Guardian	Jillian Dixon	Present
Parent/Guardian	Sherita Murrian	Absent
Parent/Guardian	Genny Goodridge	Present
Instructional Staff	Lockett Amey	Present
Instructional Staff	Dana Dixon-Martin	Present
Instructional Staff	Sharon Heckstall	Present
Community Member	Leanne Patterson	Present
Community Member	Katherine Carter Smith	Present
Swing Seat (chair)	Tameika Grizzle	Present
Student (High Schools)	N/A	

Quorum Established: [Yes]

Action Items *(add items as needed)*

- a. **Approval of Agenda:** Motion made by: [Tameika Grizzle]; Seconded by: [Genny Goodridge]
Members Approving: Sharon Heckstall, Jillian Dixon, Leanne Patterson, Catherine Carter-Smith, Dana Dixon-Martin, Lockett Amey
Members Opposing: NA
Members Abstaining: NA
Motion [Passes]
- b. **Approval of Previous Minutes:** *List amendments to the minutes:*
Motion made by: [Jillian Dixon]; Seconded by: [Sharon Heckstall]
Members Approving:, Genny Goodridge, Dana Dixon Martin, Lockett Amey, Catherine Carter-Smith, Leanne Patterson

Members Opposing: NA
Members Abstaining: NA
Motion [Passes]

Discussion Items

A) Discussion Item 1: [Budget Updates and Finalization]

- There weren't any changes to the draft budget from the last meeting in February, but we did get some additional funding for ESOL and speech positions. We got an additional 0.1 FTE for ESOL and 0.3 FTE for speech, which added about \$50,874 to the budget for those salaries.
- The total FTE allocation went from 36.35 to 36.75. We now have 0.7 FTE for ESOL (up from 0.6) and 0.8 FTE for speech (up from 0.5). This means these specialists will be at the school most days of the week, but not full-time. The team needs to review and vote on this FY26 budget before March 14th.
- The budget breakdown shows that 75% of the funds are allocated to instruction, which is considered good.
- There was a recent cluster advisory team meeting about the possibility of small schools being closed in the future due to budget issues. Kimberly is only at 51% building capacity, which could be a concern, but they have new housing developments in the area that may increase enrollment. Kimberly's performance may help protect it.

B) Actions to Budget (Review)

Seventy-five percent of the budget will be tied to student instruction. It is a possibility that holdback money will be available to us from the reserve next school year. **(\$71,705)**

Action Requests from Reserve if available:

Action 1-Add an instructional paraprofessional to support targeted small group instruction.

Action 2- Create more attendance incentives (raffles, prizes, class parties, attendance wall resources).

Action 3- Parent-Teacher Conference Days.

Action 4- Extended PLC days for teachers to engage in unit planning.

Action 5- Title 1 Holdback (\$18,825), if available, will hire an additional part-time tutor.

Summary Tab Overview (FY26)

Kindergarten is funded for three teachers and has a staff of 3 teachers.

First Grade is funded for two teachers and has a staff of 2 teachers.

Second Grade is funded for two teachers and has a staff of 3 teachers (-1) difference.

Third Grade is funded for two teachers and has a staff of 2 teachers.

Fourth and Fifth Grade is funded for two teachers and have a staff of two teachers.

Special teachers are funded for .60 and are staffed at a full (1). I propose to use the special teachers next year in the capacity of pulling small groups and working with students on reading and math skills (.40).

Summary of Position Changes to Support the FY26 Budget

Action Step #1- Create 2 Master Teacher Leaders.

Action Step #2- Change Signature Teacher World Language to Teacher World Language.

Action Step #3- Change Signature Teacher Band to Teacher Band.

Action Step #4- Specials will use .40 for small groups.

Positions Removed

2 Instructional Coaches

1 RAL Coach

1 IB Coach

1 Non-Instruction Para

2- Reading Specialists

1- Math Specialist

1- Teacher

1- Teacher Tutor

Information Items

A. Principal's Report

- Kimberly has the highest CCRPI score (76.3) in the Therrell cluster.
- There are concerns about student attendance. We have some concerns about meeting 65 percent of our attendance. The goal is for students not to be absent more than 10 percent of the days enrolled. We have dropped below the 70 percent mark.
- We are spending more funds this year than last year. The money is tied directly to our students. 75% of our budget is spent on instruction.
- We are the cluster that has lost the most number of students. They project us at 289. Our building is housed for 500 students. We are only using half of the building. Any school under 400 is considered a small school.

- Our students did an amazing job for the Black History Program held at the end of February. We had students sing, make speeches, dance, and perform other performances. We had a good turnout for the program from parents.
- We have implemented a daily "writing power hour" for 3rd-5th graders to improve writing skills. It is going well with our students. I do the "grammar" time of the writing lessons.
- GO Team Declarations were made by March 7th. All of Kimberly's slots are full.

Approval of Finalizing Budget: Motion made by: [Dana Dixon Martin]; Seconded by: [Lockett Amey]

Members Approving: Sharon Heckstall, Jillian Dixon, Leanne Patterson, Catherine Carter-Smith, Genny Goodridge

Members Opposing: NA

Members Abstaining: NA

Motion [Passes]

Announcements

Final Budget Approval Meeting (March 14, 2025)

Sneaker Ball (March 14, 2025)

MAP Testing (March 17th-March 28th)

Literacy Night (April 2, 2025)

Spring Break (April 7-11, 2025)

Public Comment (No comments)

Adjournment

Motion made by: [Jillian Dixon]; Seconded by: [Genny Goodridge]

Members Approving: Sharon Heckstall, Lockett Amey, Dana Dixon Martin, Leanne Patterson, Catherine Carter-Smith

Members Opposing: NA

Members Abstaining: NA

Motion [Passes]

ADJOURNED AT [5:45 pm]

Meeting Minutes

Minutes Taken By: [Lockett Amey]

Position: [Secretary]

Date Approved: []