

**CGLA/MEHP Governance Board Meeting**  
**Tuesday, November 28,2023**  
**11:00am @ CGLA**

Board Members in Attendance: Shewanee Howard-Baptiste, McLain Maclellan, Hal North, Alezia Phinizey, Edna Varner, Sue Anne Wells

Staff in Attendance: Sandra Baker, Maria Gilchrist, Jeanne Hinchee, Yolanda Williams

**AGENDA**

- I. Welcome - Sue Anne Wells
  - Sue Anne welcomed everyone to the meeting.
- II. Agenda Review – Sue Anne Wells
- II. Review and Approval of Minutes from the September 19, 2023 Board Meeting – Sue Anne
  - Alexia Phinizey motioned to approve the minutes and Shewanee Howard-Baptiste seconded to approve the minutes. The minutes were approved unanimously.
- III. Director’s Report (MEHP) – Leadership and Change: Looking Ahead toward the Next Decade: Updates – Elaine, Yolanda
  - Academic
    - Benchmark and iReady testing
    - Chief Academic Officer coaching after school focuses on strategies with the teachers
    - 21<sup>st</sup> Century provides after school tutoring.
    - November Benchmark data for 3<sup>rd</sup>-5<sup>th</sup> grade will be in soon.
    - MEP assessment K-5 will be in December.
    - Final Benchmark will be administered in March.
    - iReady assessment is ongoing.
    - The goal is to have 40% of students on reading level.
  - Teacher’s Corner
    - Ms. Chand is assisting students while seeking a full-time counselor.
    - Our first fundraiser, Booster Fun Run was a huge success. More than \$15,000 was raised.
    - The annual book fair was also successful with \$7,000 in sales.
    - The poinsettia sale is going on now until November 30<sup>th</sup>.
  - Parent Involvement
    - Hispanic Heritage Night, Family Book Fair, K-2<sup>nd</sup> Thanksgiving Celebration
  - School Events
    - 12 days of reading
    - Winter Concert December 14 @ 6pm
    - Winter Break December 19- Jan. 8
    - School tours for priority enrollment

- Needs
  - Stocking the kitchen
  - Weaving and knitting material
  - Food pantry items
  - Clothing items- If you know of any organizations that can donate let us know.
- Medical Clinic
  - 279 clinic visits Sep 8<sup>th</sup>- Nov 16
  - The return to class rate is important.
- Legislative
  - Annual Measurable Objective
  - We currently do not know our letter grade.
  - MEHP will be assigned a School Resource Deputy (SRD) early next year. Hamilton County is funding the SRD.
  - We will also keep our security officer to secure our buildings.
- IT
  - The IT department is currently working to increase security.
- Enrollment
  - 313 students are currently enrolled.
  - Priority enrollment application is open until December 15.
  - Recruitment billboards are up in our neighborhoods.
  - We also have 7 MEHP and 7 CGLA signs inside of CARTA buses.
- HR/Ops
  - Open enrollment November 15-December 15
  - Intent to return letters will go out December 1
  - We are now able to prioritize enrollment again according to the law change.
  - Hal N. asked about the school's enrollment capacity which is 480. The current goal is 361 students.
- Development
  - Giving Tuesday campaign is underway. We are utilizing banners and signs outside the school.
  - Our comprehensive Impact Report has successfully been mailed out.
  - MEHP secured a \$50,000 grant recently supporting our Pre-K program.
  - Odyssey will take place March 19
  - The board development committee met for the first time this month.
  - We will be creating a subcommittee to craft a strategic plan.
- Finance
  - Enrollment is down, which will impact TISA funds.
  - We will be moving away from EdTech due to audit findings.
  - We are comfortable transitioning mid-year to the new company that we are moving to.

## V. CGLA--Strategic Plan Overview – Dr. Swafford, Yolanda Williams

## VI. Committee Reports

Academic Review – Nicola Crisp, Edna Varner for CGLA and Yolanda for MEHP

Development/Marketing: Sue Anne, Elaine, Gus – Updates on all campaigns and events

Facilities – Jeanne Hinchee

Finance – Tammy Swenson/Hamp Johnston/Jeanne Hinchee – MEHP and CGLA

VII.Next Joint Meeting – Tuesday, Jan 17, 2024, @11am @CGLA

VIII. Closing Remarks and Adjournment

- Sue Anne reminded everyone that the deadline to complete training is coming up soon. Only 4 sessions are required this year.

**Mission:MEHP**

**What We Do** - MEHP cultivates ambitious, fearless learners through intellectually-stimulating, interactive experiences that awaken curiosity, nurture advanced thinking and promote independence.

**Vision: MEHP**

**Why We Do What We Do** – To establish a trajectory for lifelong learning and self-directed discovery that enables children to reach their full potential as intellectually-engaged learners and ethically-focused leaders.