

## COMMITTEE MEETING MINUTES

**Committee: YHALE Operations/Facilities Committee Meeting**

*Meeting need not be verbatim. These minutes are a brief summary of the events of the meeting.*

<b>Date:</b>	<b>Start</b>	<b>End</b>	<b>Next Meeting:</b>	<b>Next time:</b>	<b>Prepared by:</b>
3/24/26	12:11pm	1:37pm	4/28/26/	12:00pm	Lyn Carden
<b>Meeting Location:</b>					
YHALE					
<b>Attended by:</b>					
Emile Hanam Susan George Ji Ma Jerry Ramos Anthony Chung Suchada Thepchatrri Tomiko Park Ami Hastings			Lyn Carden (virtually)		
<b>Highlights:</b>					

**CALL TO ORDER – 12:11pm**

**I. Committee Update – No updates**

**II. New Business –**

- Social Media – Ms. Carden reported that GaDOE was expecting schools social media policy by 4/15. The committee discussed the policy and the recent legislation regarding social media in schools.

**III. Old Business**

- FY27 Wrap Around Programming Plan
  - i. Enrichment – Ms. Thepchatrri presented the purpose of the program.
  - ii. Summer Camp – The committee received a report on dates, program plan, fees, program purpose and timeline, noting that they were currently recruiting staff and enrollment.
  - iii. Before/After Care - Ms. Thepchatrri reviewed program times, staffing, it's purpose, registration, revenue and participation.
    1. The committee discuss enrichment and before & aftercare income and expenses as well as staffing.
  - iv. Club Plan –Ms. Hastings presented
    1. Cheerleading club opened this semester, she reviewed enrollment
      - a. They plan to continue next fall with additional classes.
      - b. The committee discussed staffing and location.
      - c. Ms. Hastings reported that the sponsor planned to request cheer opportunities for the students and school events.
    2. Yearbook/Newspaper – the sponsors plans to limit enrollment to 20 middle school only students next year and to request additional cameras.
    3. Math League – Student participate in math competitions in the area. 20 student cap with elementary and middle split teams.
      - a. They discussed equipment and staffing costs

4. Robotics or coding clubs are being considered for next year as well as Lego clubs with Ga Tech.
  5. Soccer clubs – awaiting confirmation if it’s going to be done again in fall as hybrid partnership with USA Norcross soccer.
    - a. The committee discussed costs, soccer enrollment & fees as well as uniform sponsorship for the school’s team.
  6. Ms. Hastings recommended the introduction of Student Counsel next year, looking for a sponsor, for middle school. She outlined the plan for the counsel.
- School Nutrition Update – Ms. Thepchatri presented
    - i. She discussed the ordering issues in the beginning of the program.
    - ii. She reviewed the number of orders per month and discussed the MyPayment app report vs. the monthly financial report
    - iii. She reviewed the procedure for student orders
    - iv. The committee discussed the expenses and losses, free and reduced participants, costs of milk, menu items and opportunities for improvements.
    - v. They talked about the leftover food, the schools ordering procedure, average daily orders and meeting the minimum order requirements.
    - vi. Ms. Chung noted the timeline if the board was considering not renewing the vendor.
  - Employee intent to return
    - i. Mr. Chung presented the intent to return report and a 3-year comparison.
  - Student intent to return
    - i. Mr. Chung presented the intent to return report and a 3-year comparison broken down by grade level.
    - ii. He noted that there was a 95% intent to return rate.
    - iii. He reported that the school was going to follow up with parents who have not responded.
      - i. Mr. Chung discussed student growth projection.
  - Recurring Facility vendor contract annual review update – Mr. Ramos presented
    - i. Janitorial services – He told the committee that the school was looking for the best way to be more cost effective. The current contractor actually subcontracts the work out. They discussed the current contract and reported the school was considering options. He told the committee he would provide a report regarding the matter after he collected all the data.
  - Building 4400 floor plan proposal
    - i. Mr. Ramos provided a rough draft of construction for the new lease
    - ii. He discussed the outline of the plan and size outline
    - iii. Ms. Carden provided an update on lease and next steps
    - iv. The committee discussed accreditation facility requirements.

**IV. Reporting Update**

**V. Next Meeting Date - April 28, 2026 at 12:00pm**

**ADJOURNMENT 1:37pm**