minutes

Shakerag Elementary School Governance Council

Date | time 9/11/2018 | 7:15am | Location Shakerag Elementary School

SGC Website: http://shakeragschoolgovcouncil.weebly.com/

# SGC Members

Renee Bartley, Community Erin Collins, Appointed Staff Nazeera Dawood, Parent Justin Elanjian, Parent

Jennifer Erikson, Teacher Christine Lemerond, Principal Robert Luskin, Parent Brian Olivo, Community

Jean Romfo, Appointed Staff Debbie Wise, Teacher Renee Bartley, Community

| Time | Item | Owner |
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| 7:15am | Action Item: Call to Order  Members Present: Jennifer Erikson, Jean Romfo, Renee Bartley, Erin Collins, Justin Elanjian,  Christine Lemerond, Nazeera Dawood, Robert Luskin (via phone conference), Brian Olivo | Mr. Luskin |
| 7:16am | Action Item: Approve Agenda  Motion: Wise, Seconded: Collins | Mr. Luskin |
| 7:17am | Action Item: Approve August 14 Meeting Minutes  Motion: Romfo, Seconded: Collins | Mr. Luskin |
| 7:18am | Discussion Item: Public Comment (If any) | Mr. Luskin |
| 7:20am | Informational Item: Principal’s Update   * Professional Development Survey results – We are at 81% agree or strongly agree that they received relevant professional development last year. Christine was pleased with the comments teachers shared on the survey. Administration will address requests for individual support for growth. When looking at just teachers, we had 6 that were neutral, 2 disagree, and 1 that stated it did not pertain to them. When looking at the entire staff, we had 14 that were neutral, 2 disagree, and 2 that stated it did not pertain to them. | Mrs. Lemerond |
| 7:25am | Discussion Item: Review Budget   * Updates/Changes since the SEAT Day Count: We have been asked to review our budget quarterly with SGC. Below are the changes since our SEAT count.   + We were over projections so were earned additional funds for our per pupil allocations ($179 per pupil). This was a gain of $2,148.   + The ESOL funding was reduced by $20,000 but we gained another .5 paraprofessional and a .5 Bilingual Community Liaison. The .5 para position was filled. We are in the process of hiring the .5 Bilingual Community Liaison. We are looking to fill the position with an individual that speaks Chinese.   + We used the additional ESOL funds and some general funds to hire a full-time paraprofessional to serve ESOL and At-Risk students during our RTI block. * We had the $80,000 in flex funds roll over to fund our ASL staff member. * Audit Update – Our Student Activity Funds were audited in September. We had one item come to light. When a staff member makes a purchase for the school using their personal credit card or other form of payment, they cannot be considered tax-exempt. Only purchases made with a school credit card or check can be considered tax exempt. A new process has been put in place to address this. | Mrs. Lemerond |
| 7:30am  7:50am | Discussion Item: Review Strategic Plan   * Goals and work for 2018-2019 – Christine reviewed the Strategic Plan in Action which was shared at the August meeting. A significant item on which to focus is how we address the social/emotional learning of students. We need to decide if we continue as a Leader in Me School or if we want to go in another direction. There are numerous programs we could consider. Teacher training is a concern, both in time and cost with the Leader in Me. Last year we started incorporating Mindset Mondays. Erin Collins stated we will continue with the Class Dojo videos which are free. Another program Christine is exploring is Inner Explorers. Christine asked members to make social/emotional learning a focus for our next meeting as we need to make a decision. * Literacy continues to be a key focus. We saw a drastic drop in third grade scores so we are working with both 2nd and 3rd grade teachers to implement proactive strategies as well as working with 4th grade to ensure we are supporting any gaps.   Opportunities to work together with PTO and Foundation – Nazeera stated she is investigating childhood cancer awareness programs. She has a community outreach already arranged for September 22nd.   * Proposed Cross Council Date (Thursday, October 4 @ 7:15) – It was requested that each council select 2 individuals to attend and then send Christine questions they may have so a productive agenda can be developed. It was recommended to move the date to November to give members time to prepare topics. November 15th was suggested with each group having 2-3 members present from each council. | Mrs. Lemerond & Mr. Luskin  Olivo/Dawood |
| 8:00am | Action Item: September 25th Cross Council Meeting (3 members) – The county is requesting three members be present. Nazeera has volunteered to go. Jennifer may attend and will let Christine know. | Mrs. Lemerond |
| 8:05am | Requests for Flexibility – The renewal process has been simplified. The renewal due date is in October. The district is currently showing that we have three RFFs: Class Size and TAG model, Class size and Advanced Strategies Lab, and Professional Learning Days. Christine recommended we renew Class Size and Advanced Strategies Lab at this point in the event our number of homerooms increases. We do not currently use Class Size and TAG model. There will be a different process for professional learning days. More information will be given to us at a later date. A motion to move forward to writing the renewal was made by Renee with Justin seconding. | Mrs. Lemerond |
| 8:15am | Action Item: Meeting Adjournment  Motion by Bartley, Seconded by Collins | Mr. Luskin |
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# Notes from the Governance and Flexibility Team

\* For additional guidance on reviewing your Strategic Plan, your school’s budget and the work of your committees, check-out the “Planning Your Work” resource on the Charter System website: <http://www.fultonschools.org/en/about/charter/Pages/SGCResources.aspx>

\*\* A great resource for reviewing your school’s data is available through the Governor’s Office of Student Achievement: <https://schoolgrades.georgia.gov/>