



MINUTES

Shakerag Elementary School Governance Council

Date | time 12/10/2019 | 7:15am | **Location** Shakerag Elementary School
SGC Website: <http://shakeragschoolgovcouncil.weebly.com/>

SGC Members

Renee Bartley, Community Member	Julie Duhe, Teacher	Justin Elanjian, Parent	Christine Lemerond, Principal
Courtney Lesman, Teacher	Robert Luskin, Parent	Margaret Mathas, Appointed Staff	Jean Romfo, Appointed Staff

Norms: Be present and begin and end on time ~ Keep the whole child in mind ~ Engage in open and honest discussions ~ Be the voice of all stakeholders

Item

- Action Item: Call to Order at 7:23
- Action Item: Approve Agenda motion made by Julie Duhe and seconded by Jean Romfo
- Action Item: Approve November Meeting Minutes motion made by Julie Duhe and seconded by Courtney Lesman
- Public Comment-No public Comment
- Discussion Item: Principal's Update
 - Calendar Changes – You may hear some talk about schools possibly being in session on the election days. This is an RFF option ONLY for schools that are not voting sites. Since we are a voting site, the days will be Digital Learning Days for our students.
 - It has been a GREAT 1st semester!
 - Carpool Update-We highly encourage all students to ride the bus. If parents choose to drop their children off or pick them up in the afternoons, they must use the carpool line. Parents will not be able to walk-up and pick-up their children in the afternoons. If they do, they will be asked to come in to sign kids after dismissal is complete. Please help explain to parents that it is a safety hazard to just pick them up at the front door. These changes were communicated this Friday 12/13 to parents via Shark Bytes. Robert Luskin suggested using the PTO to help spread the word through their social media platform.
- Discussion Item: "Feeder Pattern" Cross Council Committee (2 Reps.)-Northview Council member would like to proceed in forming a Feeder Pattern Subcommittee. Margaret Mathas would be interested in being a rep for us as well as Renee Bartley. Christine will forward email address and names for further communication among the subcommittee.
- Discussion Item: Progress Monitoring Tool Review – 1st Semester Update-The team reviewed the updated version of the Progress Monitoring Tool for year 2 and added the date for Career Day. On the website we would like a scrolling list of the Progress Monitoring Tools for each year (one final draft) per year.
- Discussion Item: CCRPI Results- Can look at the site to dig deeper on your own time. As a team we feel we have shared this info and covered this well.
- Discussion Item: Communication and Outreach Committee Update-Robert Luskin shared it was a good meeting and several ideas were shared for the framework and publicizing our council. Julie Duhe shared the idea of a series of 3-minute videos with who-1/14, what- 1/10, why, how one can get involved-1/31. January 31-intro voting declarations via signs at carpool. Margaret Mathas will create tangibles to pass out through Friday papers. We have a tentative list of kids available for kids to star in videos and feel 'kid stars' will encourage parents to watch the videos. Could we use these videos on the loop in the front office as long as they are non-audio to eliminate distractions at the front desk with phones and visitors to the building? (Yes) Could we also add a link in Shark Bytes to the videos and have PTO share our info as well? (Yes) Team agreed that we should set up our own Twitter account to manage. @ShakeragSGC Margaret Mathas agreed to manage the account. January's meeting will primarily focus on the set up of the videos!

- Discussion Item: Review SGC Website- None needed at this time. Please review on your own to ensure information is accurate and no changes are needed
- Discussion Item: Schedule meetings/Set agendas-
 - Communication and Outreach Committee Meeting for Elections-will work on this at our next meeting 1/14/20 @ 7:15 a.m.
 - Budget Committee Meeting** February 28th school budget is due, and our meeting is February 25th so we will have a good opportunity to discuss that. Could possibly meet as a budget committee on 2/11 at 7:15 for Budget Committee Members only to approve the budget for the school in the Lighthouse room.
- Set Next Meeting Agenda for 1/14/20 @ 7:15 a.m.-Be prepared to work on the Outreach Opportunities at this meeting.
- Spirit Night at Culvers 12/11/19, Justin Elanjian asked do we want to have a presence? There will be a Spirit Night in January
- Action Item: Meeting Adjournment @ 8:18 Jean Romfo motioned to adjourn, and Renee Bartley seconded

Notes from the Governance and Flexibility Team

* Reminder that an updated Strategic Plan Monitoring Tool must be posted to your SGC website and sent to your LC facilitator by December 20th

** SGC Elections and Budget Season are right around the corner. The G & F team suggests scheduling an Outreach & Communication Committee meeting in January to create a plan for soliciting candidate declarations (the declaration window will be open from February 3rd to February 26th). Budget & Finance Committees should plan to meet in February to review the budget prior to approving it with your full council. Budgets open early in February and tentatively close at the following dates: Elementary – Feb. 28th; Middle – Mar. 6th; High – Mar. 13th.

*** All SGC Websites must be in compliance with Georgia Sunshine Laws. Make sure your SGC website is updated with this year's council member information. Be sure that agendas, summaries of action, approved meeting minutes and your annual calendar of meeting times have been posted.