

# MINUTES

## College Park Elementary School Governance Council

*Date | time* 09/21/2018 | 7:00am | *Location* Administration Conference Room

SGC Members: Dr. Maisha Otway, Principal | Mrs. Ross, Teacher | Mrs. Tyson, Teacher | Mrs. Crooks, Appointed Staff | Kellie Ladipo (Chair), Parent | Ms. Sloan, Parent (Vice-Chair) | Ms. Corbitt, Parent | Mr. Jackson, (Parliamentarian) | Daniel Summers Jr., Community Member |

Attendees: Dr. Maisha Otway, Principal | Mrs. Ross, Teacher (Chair) | Mrs. Tyson, Teacher | Mrs. Crooks, Appointed Staff | Kelli Ladipo, Parent | Jeanna Foster, SGC Coordinator | Patrice Barlow, Community Engagement Specialist | Mr. Jackson, (Parliamentarian) | Daniel Summers Jr., Community Member |

<b>Time</b>	<b>Item</b>	<b>Owner</b>
7:00am	Call to Order	Mrs. Ross, Chair
7:02am	Action Item: Approve Agenda  Agenda presented, Motion to accept agenda was made by Ladipo, seconded by Tyson, agenda approved	Mrs. Ross
7:05am	Action Items: Elect New Officers (Chair, Vice Chair, Parliamentarian)  Nominations: Chair – Ms. Ladipo, Vice-Chair – Ms. Sloan, Parliamentarian – Mr. Jackson. All nominees accepted nomination and voted unanimously into office by members present.	Mrs. Ross
7:15am	Discussion Item: Establish/Review Meeting Norms  Meeting norms discussed and adopted: <ul style="list-style-type: none"><li>• Start and end on time</li><li>• Be actively engaged in meeting</li><li>• Be respectful of others' opinions</li><li>• Work for the good of all student</li><li>• Silence cell phones</li></ul>	Mrs. Ross

7:20am	<p>Action Items: Staff Standing Committees (Budget and Finance, Outreach and Communication, Principal Selection)</p> <p>Ms. Foster explained the roles and responsibility of standing committees. Committees must meet at least two times a year (Fall and Spring). Committees members were selected:</p> <ul style="list-style-type: none"> <li>• Budget &amp; Finance: Otway, Summers, Ladipo</li> <li>• Outreach &amp; Communication: Summers, Ross, Harris, Jackson, Otway</li> <li>• Principal Selection: Tyson, Summers, Ladipo</li> </ul>	Mrs. Ross
7:30am	<p>Discussion Item: Determine Meeting Schedule for SY 2018-2019</p> <p>Meeting dates discussed and selected. Meet the following dates:</p> <p>Sept. 21<sup>st</sup>, Oct. 12<sup>th</sup>, Nov. 30<sup>th</sup>, Feb. 1<sup>st</sup>, Mar. 1<sup>st</sup>, &amp; May 3<sup>rd</sup></p>	All Members
7:35am	<p>Informational Item: Principal's Update: Strategic Plan/90 Day Plan</p> <p>Dr. Otway presented and discussed plan.</p> <p>Reading and Math initiatives:</p> <ol style="list-style-type: none"> <li>1. Coaching effective Reading – Instructional framework, guided reading, behaviors to notice, Backward design, Standards Mastery Framework</li> <li>2. EIP Scheduling – pull outs for grades 2-5, ESSA Strong intervention, Fountas and Pinnell leveling, Juli Dixon learning progressions</li> <li>3. PLC Development – Bi-monthly BTNs and BAS, data dives, data review, weekly ongoing development of formative assessments and data analysis, bi-monthly iReady, and Unit assessment data dives,</li> </ol> <p>School Climate, Attendance, and Discipline Data:</p> <ol style="list-style-type: none"> <li>1. People and Culture: monthly staff recognition, Installing of PBIS program</li> </ol>	Dr. Otway and Mrs. Crooks

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2. Student Attendance and Discipline: Attendance committee, PBIS incentives,

Dr. Otway discussed Student Growth from 2017 to 2018.

- ELA 4<sup>th</sup> grade went from 42% to 47%
- ELA 5<sup>th</sup> grade went from 33% to 43%
- Math 4<sup>th</sup> grade went from 39% to 47%
- Math 5<sup>th</sup> grade went from 40% to 43%

Results indicate the CPES made “Typical Growth”

7:55am	Discussion Item: Cross Council Sign Up/Governance Training Sign Up Partnership Survey Assessment due October 31 <sup>st</sup> . SGC Training Dates will be emailed out to all who needs or would like to attend. Meetings scheduled are as listed: September 22 <sup>nd</sup> at College Park ES 9-10am September 27 <sup>th</sup> at Gullet ES 6:30-8:30pm October 10 <sup>th</sup> at South Learning Center October 23 <sup>rd</sup> at College Park ES 6:30-8:30 Officer Training November 8 <sup>th</sup> at Hilliard ES 6:30-8:30 Committee Training	All Members
8:00am	Action Item: Meeting Adjournment	Mrs. Ross

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Meeting Norms

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Silence All Car Phones | Be Respectful of Others’ Opinions | Work for the Good of All Students |