**November SGC Meeting Minutes**

November 28, 2023

Members Present: Natalie Elie-Johnson, Brandy Sims, Tiffany Young, Felicia Hilton, Janay Pulliam, Shawanna Arnold

Members Absent: Theresa Brown, Daisy Sanchez, Kelmikis Mitchell, Antonita Mercer

Call to Order

The Chair called the November SGC Meeting to order at 3:21 PM.

Action Item: Approve Agenda

The Chair motioned to approve the November agenda. Ms. Hilton seconded the motion to approve the agenda.

Action Item: Approve October Meeting Minutes

Ms. Sims motioned to approve the October meeting minutes to be approved. Ms. Pulliam seconded the motion to approve the October meeting minutes.

Discussion Item: Family Movie Night

Members discussed the details and the logistics of the movie night. The movie night is scheduled for Tuesday, December 5th at 5:30 PM. Parents will be allowed to enter at 4:30 PM. Movie begins at 5PM. The movie that will be shown is Home Alone.

We will begin setting up directly after school when students have exited the gym after dismissal.

Every document needed for the event should be printed on Monday, December 4th.

Ms. Hilton asked if everything, such as the ticket distribution and food, were going to be in one location i.e. pizza, nachos, popcorn. It was suggested to separate food items so that it is not chaotic.

Logistics for Event/ Parents will follow the following procedures:

1. Sign In
2. Set up blanket in cafeteria

3.Take a ticket to pick-up food order.

Mrs. Hilton asked if there is a variety of tickets to be able to tell which families purchased which items. For example, “one nacho, 2 freeze pops, 1 popcorn.” We will keep their ticket to know their order has been fulfilled. The food Items that will be served are pizza, popcorn, nachos, crockpot liners, oil, cheese, tortilla chips. Families will get all the orders at one time.

Responsibilities for Event:

1. Food Orders (members will distribute pre-printed food items and write purchases) - Ms. Pulliam, Ms. Hilton
2. Serving Food (members will serve families food items) – members will donate crockpots to be used at the event. Sims, Young, Pulliam, and Elie volunteered for crockpots. We will need a liner and a large can of cheese. – Members:

Other Notes:

We will need blank tickets for families that purchase food on the day of.

Need to ensure popcorn makers are working.

Mrs. Arnold suggested to ask movie theater to pop popcorn (possibly $5 per garbage bag)

Mrs. Arnold suggested to reach out to PTA E-board for help (Ms. Azizuddin, Ms. Salina Jones – Josiah Buchannan, Lasandra Thompson – mother of Noah Malcolm, Ms. Teresa Brown – Zarian Brown)

Families must pay via OSP regardless of whether they pay earlier or on the day of the event.

Ms. Elie-Johnson will retrieve pizza.

Ms. Young will serve the nachos.

*Member* will serve Candy

*Member* will serve Drinks

*Member* will serve Pizza / Popcorn (prepackaged)

Mrs. Spirling will be asked to help. \*

Ms. Arnold stated that we cannot purchase items at membership locations. Member will purchase food items from Wal-Mart. Purchase can be made online. Ms. Holland can purchase food items online.

Discussion Item: Initiative for Teachers

The Chair reminded council of email sent that stated we may need to rethink our idea and scale back because we will need monies for Attendance and PBIS initiatives to extended lunch, extended planning, or substitute Teacher help in the classroom for a few hours. We will set a schedule and strive to begin this initiative in January due to time constraints. We are omitting the lunch portion.

 Action Item:

* The Chair will create schedule for Teachers (1 Teacher from each grade level)
* Council needs help collecting Substitutes or Volunteers that can help
* The Chair asked who will pay for subs, the council or school? If it is thousands of dollars, the council will. Ms. Arnold would be able to cover it if it’s just a few hundred dollars. The Chair says at least 2 volunteers in the classroom.
* Make list of Teachers that would be eligible

The Chair explained the scope of the project hopes to be clear: no criteria for deciding which Teachers will receive “gift” from SGC; Teachers would get half day of help (ex. 8 – 11 am to help with anything the teacher needs or extend lunch period).

Members discussed details of the Teacher Initiative with Mrs. Arnold to come to an agreement. Will Teacher use the time, or would they want an extended lunch? The teacher could pick either or?

Mrs. Hilton suggested using the list that we compiled from the Gratitude Brunch volunteers. Council decided to allow Teachers to choose what they want.

Discussion Item: Fall Cross Council Meeting Updates

Ms. Sims attended the Fall Cross Council meeting. Ms. Sim shared the following pertaining to SGC.

-maintain website

-budget was approved

-we will meet in February to review agenda

-parent and student elections should occur in January

-establishing council initiatives calls for certain procedures (see slide)

-there is a new charter dollar matrix. About$46,000 per school.

-Activity Proposal Avenues/Ideas: Brilliant Bilingual (after school program), bring your parents to work day, poetry slam, game room for students, and more. We would like to consider some of the ideas for next semester or the next event.

Informational Item: Principal’s Update

Mrs. Arnold filled the last two vacant positions: PE Para and Special Education Paraprofessional. .5 custodian, Ms. Sanchez (longtime volunteer/parent with Gullatt), was added to the staff this month. The admin team has some fun things planned for December.

The Chair clarified if the council or the school would pay for the help needed for the Teacher Initiative. Ms. Arnold confirmed that she can do subs if it’s 3:1.

The Chair asked if there are any upcoming events that SGC can help with. There is a curriculum event coming up. There is an event on Saturday coming up by a group of ladies that host literacy activities with Polar Express theme (insert organization name).

Holiday party may be moved to the last day before we are out for winter break because last year the attendance for that day was 53% and we did not receive funding for that day. It is usually on Thursdays to give ample time for cleaning, but attendance.

Discussion Item: Website Updates

Ms. Heath has updated our website, and it looks good.

We would like to take a team picture to add to the website.

Mrs. Arnold mentioned that Ms. Livas has made shirts for SGC in the past. We discussed making the shirts on us on. Need to set a date for the picture.

Discussion Item: Draft Next Meeting Agenda

Item was not discussed.

No meeting in December. We may need to meet briefly next month no longer than 30 minutes to finalize the Teacher initiatives.

The Chair moved to adjourn the meeting at 4:51 PM. Ms. Sims seconded the motion to adjourn the meeting.

Minutes by T. Young