

**Roxbury Elementary School**  
**School Governance Council Meeting Minutes 2022-2023**

**Date:** Monday, November 7, 2022

**Time:** 6:00-7:30 pm

**Location:** Roxbury and Virtual

**Attendees:**

Administrative Team: Mark Bonasera, Sandra Ehlers, Kiera Russo

Parents: Ross Bogatch, Peter Dreyer, Steven Colosi, Zamirah Colosi, Liz Jackson, Christina Hohl

Staff: Lisa Jones, Alex Price, Jennifer Stevens, Kim Shurak (nominee)

Community: Jeannette B., Daiana Negron

Guests: Zamirah Colosi, Paula Gadtoula

**Meeting Minutes:**

Minutes Recorder: Kiera Russo

1. SGC New Business & Ongoing Matters

- New Arrivals Program (Daiana Negron)
  - Daiana expressed concern over protocol and level of support for non-english speaking newcomers
  - Mark and Sandra explained the protocol for newcomers. There is a new arrivals program in the district. Only certain schools have the classes, students attend for 10 months then return to home school. It is the parents 'choice. When parents register students are flagged and screened by the district if English is not their first language. If identified at a certain level they are given options.
  - What is Roxbury's procedure to support students coming in?
    - ESL / bilingual team works with children in small groups
    - 45 minutes/day with Ms. Carvajal
    - Noemi available for translation services with parents and students
  - Can explore more formalized support structure for individual students new to the school
    - Could be good action team project
    - Request for admin support to connect specific students with action team
  - Daiana requested a sample of what the new arrival programs do at the other schools. Admin will reach out to Mr. Fox at Turn of River for any protocols they have.
  - Action team project - get resource list/handouts together for new families
  - HOTS collab?
  - 5th grade mentors

- Parent meetings
  - Welcoming Walk-through (Dr. Bonasera)
    - Signage, entry process, etc.
    - Seeking group of diverse stakeholders to participate
    - Working with Dena Booker on dates
  - District Climate Committee (Sandra Ehlers)
    - Sense of belonging/overall school climate = target areas
    - Parent feedback - want to be in the building more
    - Daiana - can we give parents info on how the survey is being used / how it was helpful?
  - Junior Achievement (Daiana Negron, Dr. Bonasera)
    - Parent involvement program
    - Company provides curriculum by grade level, parent volunteers teach a lesson
    - Parent previously participated at Westover
2. SGC Elections (Ross Bogatch/Stephen Colosi, Dr. Bonasera)
- Need more parent nominees
  - Kim Shurak, July Carvajal nominated
  - Can we do a communication specifically calling for nominations for SGC?
3. Administrative Team Update (Dr. Bonasera)
- Acceleration and Enrichment
  - Safety documents
  - HOTS artists in residence for 2nd and 5th graders this year
  - HOTS PD
4. One-Year Action Plan For Partnership (Daiana Negron, Christina Hohl)
- Daiana requested Intempo contract info to complete form - will share with Kiera
  - Updates
    - Internship
      - Interns will start Jan 23rd - June 2nd. 6 months. 9 hrs/week.
      - Got volunteers 1 student, 1 parent working on organizing stacks
    - Helping Minds and Hearts (MYLC)
    - Read-a-loud
  - New Business
    - Café with Dr. Bonasera
    - Parents Meet & Greet

#### Other Topics:

- Make sure safety committee meeting date is in newsletter
- IEP update meeting for parents - combine with General ROPE meeting (Dec 5)
- Hispanic Parents meeting for IEP, in addition to report card
- PAL/SPEF in old chester addison building - could be a good event space for Cafe

## 5. Future SGC Meeting Dates:

- December 5, 2022 [Change to Dec 12th](#)
  - January 9, 2023
  - February 6, 2023
  - March 6, 2023
  - April 3, 2023 [Spring break - will need to reschedule](#)
  - May 1, 2023
  - June 5, 2023
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**Date:** Monday, October 3, 2022

**Time:** 6:00-7:30 pm

**Location:** Roxbury and Virtual

### **Attendees:**

Elected Members:

Parents: Ross Bogatch, Joseph D'egidio, Peter Dreyer, Liz Jackson

Staff: Lisa Jones

Community Members: Daiana Negron, Jeanette Bilcznianski

Guests: Caryn Bogatch, Meghan Fogarty, Sara Meiri, Jennifer Eland, Paula Gadtaula

Administration: Mark Bonasera, Sandra Ehlers

### **Meeting Minutes**

1. Welcome Back! SGC & Action Team Overview (Ross Bogatch/Stephen Colosi, Daiana Negron)

Bifurcation of Council business/membership from Action Team business/membership.

2. Media Center (Daiana Negron)

- Media center not included as part of Specials
- Technology Integration Support Specialist (TISS) replaced Media Specialist position in fall of 2020
- Mr. Dean retired in spring of 2022, Nithiwadee Suparattananon
- TISS position: 60% in tech support capacity, 40% teaching/library services.
- Daiana proposed interns running library services - interns would be SPS high school students.
- Teachers are more than welcome to bring students to the media center to check-out books.

3. Tablet Distribution Program (Dr. Bonasera, Paula Gadtaula)

- Ms. Gadtaula described a national program through the FCC for distributing tablet computers and wifi to families
- Maxsip Telecom manufactures the tablets, five years of free internet
- Families contribute government mandated copay (\$20 for Ms. Gadtaula's program; \$8-\$50 is the Federal requirement), \$15 goes back to organization
- AT&T is internet provider
- Mark Bonasera will speak with district staff members about the program

#### 4. SGC Elections (Ross Bogatch/ Stephen Colosi, Dr. Bonasera)

Will hold elections for one parent member and two teacher members in October

#### 5. Administrative Team Update (Dr. Bonasera)

- Safety - September 23 Safety meeting. Introduced the new security guard, Christopher Garner. Access to all security cameras. Reviewed safety protocols, RAPTOR program, new doors through the building, pickup and dropoff.
- Academics: focus on Tier I, small-group instruction and science of reading
- Intervention: following Scientific Research Based Intervention process (SRBI) to determine whether students receive intervention services of any kind
- Enrichment: submitted Extended School Hours grant application on 9/30

#### 6. Action Team (Daiana Negron, Dr. Bonasera)

- Read-a-loud: teamwork, poetry, facing fears, inspired by true story, problem solving
- Held in fall and winter, online or in person
- Guest readers from community
- Include trivia questions about read aloud books, offer prizes to students for answering questions

#### Future Activities:

- Book distribution with SPEF
- Bookmobile
- Can have events at Chester Addison building (Ferguson Library will establish a new branch in the facility)

#### To be discussed by Action Team:

- Promoting Literacy
- New Arrivals Program
- Networking Events
- Welcoming Walkthrough

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- January 9, 2023
- February 6, 2023
- March 6, 2023
- April date to be determined

- May 1, 2023
- June 5, 2023