

**School Governance Council Meeting Minutes**  
**Monday, December 5, 2022 @ 6:00 - 7:00 PM via Zoom**

In Attendance: Daniela Ladore, Rhonda Johnson, Laura Rodriguez, Tameka Sims, Rhonda Smith Johnson

<b>Agenda Item</b>	<b>Notes</b>
<p>Welcome, Norms, and Roles</p> <p>Roles:</p> <ul style="list-style-type: none"> <li>○ Chairperson-Rhonda Johnson (teacher)</li> <li>○ Secretary - Rhonda Johnson (parent)</li> <li>○ Committee Liaison-Christine Patafio</li> <li>○ PTA Member- Shakira Brodnick (parent)</li> <li>○ Timekeeper-Rotating</li> </ul> <ul style="list-style-type: none"> <li>● Thank you Rhonda Johnson (parent) for volunteering to be our Secretary.</li> <li>● We have eliminated the Vice President position. If someone is interested, please let us know and we can reinstate the position.</li> </ul>	<ul style="list-style-type: none"> <li>● Norms listed below</li> </ul>
<p>Committee Updates</p> <ul style="list-style-type: none"> <li>● Principal</li> <li>● PTA</li> <li>● Safety</li> <li>● PBIS</li> <li>● Morale</li> <li>● SGCommittee</li> </ul>	<p>Principal's Report:</p> <ul style="list-style-type: none"> <li>● Grades 1, 2, and 6 celebrating increasing reading levels</li> <li>● Over 20 families attended the 6th grade Bowling Night fundraiser</li> <li>● Mya B will have her art work in the CT Fire Department calendar in Hamden</li> <li>● December activities - movie &amp; popcorn, llama and alpaca farm visit. Grades 3 &amp; 4 completing projects on llamas and alpacas.</li> <li>● Prevost Production - Town Hall meeting on the ½ day before break</li> <li>● Dunbar PRIDE door decorating contest. PTA judging doors.</li> <li>● Invention Convention - town wide science project. We need more students to participate..</li> <li>● Hired a new Math and Language Arts Tutor. Starting next Monday. Working 19 ½ hours per week.</li> </ul>

	<ul style="list-style-type: none"> <li>● Covid and the flu - hitting the school hard. Many students and staff members are absent. Encouraging masks wearing..</li> </ul> <p>See the rest of the Committee Updates below</p>
<p>December Parent Conferences - Solidify plans to increase parent attendance at report card conferences</p>	<p>Report Card Night</p> <ul style="list-style-type: none"> <li>● Consider incentive for parents to come</li> <li>● Families use Sign Up Genius to schedule a report card conference</li> <li>● Keep a count with parents coming in</li> <li>● Greeters - Para's (pay) or Specials teachers (free) - to greet parents, keep an attendance count, and to keep them in the foyer until it is their appointment time for privacy reasons</li> <li>● School offers babysitting in library</li> <li>● Treats - Cookies and a Conference</li> <li>● Party for the class with the most parents who show up</li> <li>● Language Solutions available via phone to translate for families</li> <li>● Add the specials teachers to the Sign Up Genius for parents to meet all teachers.</li> </ul>
<p>DRAFT - 2022 - 23 Engagement Initiatives:</p> <ul style="list-style-type: none"> <li>● September - Open House &amp; School Governance Council Recruitment</li> <li>● October - Halloween Event (PTA)</li> <li>● November - Room Parents &amp; Community Partners</li> <li>● December - Parent Conferences</li> <li>● January - Parent Readers</li> <li>● February</li> <li>● March - Someone Special Dance (PTA)</li> <li>● April - Academics Night: Literacy, Math, or Science</li> <li>● May - Share Your Career or Hobby</li> <li>● June - Art Show or Talent Show</li> </ul>	<p>Engagement</p> <ul style="list-style-type: none"> <li>● December 15, 16, and 19, 2022 - Report Card Conferences (see ideas above)</li> <li>● January 2023 - TBD</li> <li>● February 1st - Special Readers - Invite families to read aloud in classrooms or on Zoom beginning on World Read Aloud Day</li> </ul>
<p>Questions and Comments</p>	

**Norms:** \*Participate. \*One voice at a time. \*Respect each other's input. \*Start and end on time.

**Roles:**

- Chairperson - prepare agenda in collaborate with Vice Chairperson, facilitate at all meetings, and ensures council operates in accordance with guidelines and goals
- Vice Chairperson - represent chairperson in assigned duties, substitute for Chairperson in his/her absence, perform duties as assigned by Chairperson or School
- Secretary - act as clerk of council, record and share minutes and records, perform other duties as are assigned by Chairperson or Council
- Committee Liaison - communicate with the chairs of DHS committees (Safety, PBIS, Morale, and School Governance Committee) at the end of each month to obtain a provide a brief, written report regarding committee activities and share out at SGC meetings
- PTA Member - facilitates connection between PTA and SGC
- Timekeeper - keep meeting on time
- Members (everyone on council) - participate in council meetings and school activities

**2022-2023 Meeting Dates - 1<sup>st</sup> Monday of each month @ 6-7 PM on Zoom**

1/9/23, 2/6/23, 3/6/23, 4/3/23, 5/1/23, and 6/5/23

**COMMITTEE UPDATES FOR SCHOOL GOVERNANCE COUNCIL MEETING - DECEMBER 2022**

COMMITTEE	CONTACT PERSON	UPDATE
Morale	Kristen Pierson	The Morale Committee has come up with many ideas for fundraising and raising school morale amongst students and staff. Some ideas include: talent show, restaurant fundraiser, game night, special person dance, snack & paint night, fashion show (see Shannon Prevost for details). Feature Teacher: an idea presented to feature a teacher or two each month and display in the staff lounge windows. We need someone to head this idea. Door decorating was discussed. It will be an optional task to brighten up the hallways.
PBIS	Tyson Smith/ Alaine Brittell	The students at Dunbar Hill are enjoying purchasing items from the Jaguar Express store cart. They are excited to buy their bandanas, finger skateboards, lanyards, and other fun items using their PRIDE tickets. Additionally, our school-wide PRIDE ticket craft incentive was such a big success back in October, we are in the beginning stages of planning the next craft activity. The new Peer Mediators program is also in the early stages at our school this year, and we look forward to doing more with supporting our students soon!

PTA	Shakirah Brodnick	No Updates
Safety	Zan Marini	<p>The safety committee is wondering about who could head a committee for assigning teachers to be a “buddy” for new students. The Hazard Review on 11/1 was postponed. Do we have a new date for this? An area of improvement is the space between the cafe and playground. There are a lot of cars and trucks driving while students are at recess. The area where parents pick up pre-k students in the back, as well. Next steps: figuring out outside car issue (cones)</p>
<p>School Governance Committee</p> <p>*Discusses issues to bring to the council</p> <p>*Performs legwork decided on @ council meetings</p>	Rhonda Johnson	<p>This year our council goal is to build strong and effective partnerships with families and community members that support student learning and achievement.</p> <p>This month we are focusing on ways we can increase attendance at report card night:</p> <ul style="list-style-type: none"> <li>● Giveaways for parents, teachers, and students</li> <li>● Personalized invitations</li> <li>● Teachers heavily promoting nights with families and students</li> <li>● Greeters/Sign In</li> </ul> <p>We are also working on solidifying our 2022-23 Family Engagement calendar.</p> <ul style="list-style-type: none"> <li>● January - family readers on Zoom and in person</li> <li>● The rest of the proposed calendar will be discussed by the council.</li> </ul>