



MEETING MINUTES

Randolph Elementary School Governance Council

Date | time 09/26/2023 | 4:00pm | *Location* Randolph Media Center

SGC Members

Mrs. Marissa Wilson, Principal | Dr. Sonya McCoy-Wilson, Parent (Chair) | Ms. Penney Smith, Teacher | Ms. Laniya Owens, Teacher | Ms. Joslin Gumbs, Appointed Staff | Ms. Shena Small, Appointed Staff | Mrs. Brecca Carter, Parent (Vice-Chair) | Ms. Brittany Lee, Parent (Parliamentarian) | Mr. Ryan Woodson, Community Member | Ms. Fredricka Jones, Community Member

Time	Item	Owner
4:00pm	Call to Order	Dr. McCoy-Wilson (Chair)
	4:01 PM	
4:02pm	Action Item: Approve Agenda	Dr. McCoy-Wilson (Chair)
	4:01 PM Motion to Approve – Ms. Brittany Lee	
	Second – Ms. Joslin Gumbs	
4:05pm	Action Item: Approve August Meeting Minutes	Dr. McCoy-Wilson (Chair)
	4:01 PM Motion to Approve – Ms. Laniya Owens	
	Second – Ms. Joslin Gumbs	
4:10pm	Action Item: Finalize Council Staffing*	Dr. McCoy-Wilson (Chair)
	<i>Principal Wilson informed the Council of an upcoming vacancy in the Community Member seat as Mr. Ryan Wilson, existing Community Member, will be leaving the Council. The Council was asked to think of potential members and had a discussion resulting in the following possibilities:</i>	
	Dr. Catherine Rowell	
	Owner of JR Cricketts	
	Owner of Starbucks	
	<i>Principal Wilson will reach out to these individuals for potential interest.</i>	
	4:05 PM Motion to Approve – Ms. Gumbs	
	Second – Ms. Owens	
4:20pm	Discussion Item: SGC Council Development Opportunities**	Dr. McCoy-Wilson (Chair)
	<i>Dr. McCoy-Wilson reminded the Council that all new members are to complete the New Member Onboarding, which can be found on the Training Sessions tab of the Charter System website. She informed the Council that all officers attended Officer Training on September 11th, 2023, at College Park Elementary School</i>	

4:25pm	<p>Discussion Item: Determine SY23-24 Meeting Norms</p> <p><i>The Council determined and agreed to the SY23-24 meeting norms (represented at the bottom of the agenda) as follows:</i></p> <p><i>Silences Phones Be Respectful of Others' Opinions Work for the Good of All Students</i></p>	All Members
4:30pm	<p>Informational Item: Principal's Update</p> <p>A. Semester Action Plans</p> <p>B. Perception Survey Results</p> <p><i>Principal Wilson discussed the Semester's Targeted Action Plans which align with the district. Plans included focus areas, goals and high-level action/practices including plans to increase GMAS proficiencies by having a goal of 70% or higher pass rate in unit testing.</i></p> <p><i>Perception Survey results were presented with a key takeaway that not a viable percentage of parents took the survey so a random population of students and teachers were surveyed in the following categories: District Stewardship, Engagement, Learning Environment, Student Services, Professional Support, Building Relationships, Safety and Student Services. Overall, Principal Wilson was pleased with the results.</i></p>	Ms. Wilson (Principal)
4:50pm	<p>Discussion Item: SY23-24 Council Initiatives***</p> <p><i>Dr. McCoy-Wilson mentioned utilizing the school's plan to determine Council Initiatives – there is more discussion to come by the Council to determine the focus of the council's upcoming work.</i></p>	Dr. McCoy-Wilson (Chair)
5:05pm	<p>Discussion Item: Charter Dollar Expenditure Proposals</p> <p><i>The following items were discussed:</i></p> <ul style="list-style-type: none"> • <i>Mrs. Brecca Carter suggested a wellness room for teachers and offered to loan message equipment which led to a discussion of bringing back the zen room and possibly moving the vending machine to a room (vs the breakroom near the cafetorium, which is not a place for zen). However, concern was raised that the room may later be needed for a classroom which would result in a vendor coming out multiple times to move the vending machine causing potential damage to the floors and impacting the beautification of the classroom.</i> • <i>There was discussion on possibly utilizing the Dolphin Cove for a zen room and overall, revamping the Cove. There is game equipment (foosball, skeet ball, etc.) in the Cove that needs to be put together. The idea of gathering a group of male parents/guardians to assist with this task was considered.</i> • <i>Ms. Scott suggested moving away from food related rewards for high-achievers, ClassDojo winners and students recognized for other accolades, moving to</i> 	Dr. McCoy-Wilson (Chair)

more activity-related events/fun.

- *Principal Wilson presented several proposals:*
 - 1) *Audio/Visual Upgrades to the Cafetorium – 2 options:*
 - a) *Drop down screen, projector, and upgrade wireless/Bluetooth sound system = \$27,250*
 - b) *Extended monitors and all the items in option a above = \$34,050*
 - 2) *Books for One Book One School: The plan is for each student to receive a hard copy of the book, Each Kindness (the August Learner Profile) over the winter break. 500 copies of the book = \$8,495*
 - 3) *PBIS Field Trips: Activities (\$1,250) and 2 buses (totaling \$900: \$450 ea) = \$2,150*
 - 4) *Poster Maker Supplies: 4 rolls (\$399.96) and 2 sets of ink (\$629.99) = \$1,029.95*

Total Budget = \$46,390

Total Request via option 1a = \$38,924.95; remaining funds → \$7,465.05

Total Request via option 1b = \$45,724.95; remaining funds → \$665.05

- *Ms. Penny Smith communicated thoughts on other usages for the Chartered Dollars and agreed to present such items at the next meeting.*

It was noted that these are all discussions and are not to be voted on at this time. Any member of the Council can bring forth and present a proposal.

5:10pm	Discussion Item: Draft Next Meeting Agenda <i>The Council will use the suggested agenda from Governance and Flexibility for the next meeting. Additionally, Ms. Penny Smith agreed to obtain feedback from other teachers in the school to prepare a presentation for proposed Charter Dollar Expenditures.</i>	All Members
5:15pm	Action Item: Meeting Adjournment <i>5:00 PM Motion to Approve – Ms. Brittany Lee Second – Mrs. Brecca Carter</i>	Dr. McCoy-Wilson (Chair)

Meeting Norms

Silences Phones | Be Respectful of Others' Opinions | Work for the Good of All Students

* Finalizing Council Staffing: Please ensure all member updates have been submitted to the Governance & Flexibility Team using the Council Information Form.

**** SGC Council Development Opportunities:** Reminder that all new members must complete New Member Onboarding and council officers are expected to attend Officer Training. See the [Training Sessions tab of the Charter System website](#) for more information.

***** SY23-24 Council Initiatives:** Begin discussions to determine the focus of the council's upcoming work. Lean on your school's Semester Action Plan to ensure the work of the council is aligned with the goals and initiatives being targeted by the school leaders. Task the council with prioritizing 1 – 2 initiatives the SGC could lead or support throughout the year.