



**Woodland Elementary School
School Governance Council
COMMUNITY COMMITTEE MEETING
SUMMARY OF ACTION**

January 14, 2020
8:00 AM
Front Office Conference Room

Attendees: Jill Osmerg, Assistant Principal; Mary Magas, Teacher; Jessica Penn, Teacher; Lauren Girard, Teacher; Lara Griffin, Parent; Carl Francois, Community Representative

Time	Agenda Item	Person in Charge
8:05	<p>SGC Elections</p> <p>Number of Spots – Girard confirming with Jan Jackson</p> <p>2/3-2/26 – Candidate Declarations 2/27-3/16 – Get to Know the Candidates 3/17-3/24 – Voting open</p> <p>Ideas for getting Candidates: teachers to reach out to specific parents; teachers to fill out form? Create an email/flyer that goes out to those parents specifically; SGC teachers to talk to other teachers (PK-3) to list good candidates; separate email out to teachers; Griffin to reach out to PTO as a liaison; Message in Wildcat News; nominations box at front desk?</p> <p>Idea for voting: QR codes printed on stickers that go directly to voting page; goes on every child; also could go on Dojo, newsletter, Thursday folders; robo call specifically about the elections/stickers (McGee); Griffin to find verbiage from last year</p> <p>Teachers to nominate parents and themselves by end of January (in Thursday folders & boxes 2/28); personally call/contact nominees at the beginning of February.</p> <p>ACTION ITEMS:</p> <ul style="list-style-type: none"> • Griffin to find last year’s verbiage • Girard to confirm # of spots open with Jan Jackson • Griffin to create flyer teachers to nominate parents and themselves NOW 	Ms. Girard, committee members

	<ul style="list-style-type: none"> • Griffin to create a flyer just for parents who want to run (Dojo, Wildcat News) NOW • Osmerg to print teacher flyers by 1/28; send out email version as well (parents of K-5th grade) • Griffin: Declaration info to go on Wildcat News, Dojo, marquee • Girard: Go into mailboxes 1/29 • Osmerg to contact parents & teachers personally week of 2/3 • Girard to create stickers with QR prior to 3/17; place them in teachers mailboxes... • Girard: Stickers with QR codes to go on kids 3/17 • Griffin: Voting info to go on Wildcat News, Dojo, marquee 	
<p>8:41</p>	<p>Other Committee Meeting Items</p> <ul style="list-style-type: none"> • Idea: Transition plan for newly elected members; overview of collective responsibilities for SGC • Idea: YouTube video – three minutes or less to explain what we do • Loveland: Create 1st blurb for business partners to include in newsletter; sending newsletter to the business partners (1-2x a month) 	<p>Mr. Girard, committee members</p>