



# Meeting Minutes

Parklane Elementary School Governance Council

January 21<sup>st</sup>, 2021 | 3:00pm- 4:00pm | MS Teams

## SGC Member Attendance

Antwayne Sanders, Principal	x	Jan Jackson, SGC Support	x
Amber Monson, Teacher (Parliamentarian)	x	Nia Jones, Parent	x
Christine Taylor, Parent	x		
Chelsea Little, Chair	x		
Carlos Trotty, Vice Chair	x		
Bruce Billingslea, Teacher	x		
Stanley Sellars, Community	x		
Phillip Duncanson, Community	x		

## Meeting Minutes Summary

### Action Items:

Motion	Time	By Whom	Second By	Voting Results
Meeting called to order	3:16	Chelsea Little		
Motion to approve meeting agenda	3:17	Chelsea Little	Amber Monson	Unanimously
Motion to approve December meeting minutes	3:18	Chelsea Little	Amber Monson	Unanimously
Motion to Adjourn Meeting	4:05	Chelsea Little	Amber Monson	Unanimously

**Establish/Review Meeting Norms:** Turn on camera | Work for the good of all students | Be patient and open minded | Create an atmosphere of fairness and respect.

### Discussion Items

Review Critical Actions for this Semester:

#### PRO

Something we are proud of from first semester is...

- October meeting with Instructional Coaches about literacy and how we can improve as a school.

- Keeping the website updated
- Parent Liaison as a member, helping to share important information.
- We could be more effective if...
  - Being able to interact with the community.
  - Overcommunication

**O: Open for Feedback**

- One way this work could be better for our students/teachers/community is if...
  - Building Relationships
  - Figuring out how the SGC can meet needs
  - Identify needs
  -

**What can we do to assist parents/students with class participation?**

- Teachers noticed that there was more participation with previous schedule. Students were more engaged when school was from 7:40 until 12 . The time was also discussed in a sense of the differences in face-to-face and virtual school times.  
 \*we have to keep in mind mandates from the district that we must abide by
- FAQ (QR Code) with already answered questions as well as a box where parents can ask additional questions and offer suggestions.
- Send out survey before meetings , Mrs.Taylor

**Schedule Committee Meetings:**

**February Agenda:**

- Discuss Survey Items

**Informational Item:**

**Committee Meetings: February 10<sup>th</sup> , 2021 3pm**

**February Meeting Date : February 17<sup>th</sup>, 2021 3pm**