



# MINUTES

## Parklane Elementary School Governance Council

*Date | time* 04/23/2020 | 3:00pm | *Location* Microsoft Teams Virtual

### SGC Members

- SGC president, Mr. Billingslea called the Student Governance Council meeting to order at 3:10. SGC members attended meeting through MS teams. Attendees included the following people:
  - o Antwayne Sanders (Principal)
  - o Bruce Billingslea (President)
  - o Carlos Trotty (Vice President)
  - o Chelsea Little (teacher)
  - o Stanley Sellars (community)
  - o Jesse Williams (Parliamentarian)
  - o Andrica Farmer (parent)
  - o Jan Jackson (Central Learning Community SGC Facilitator)
- Mr. Billingslea made a motion to approve Agenda and all attendees were in favor to approve Agenda
- Mr. Billingslea proceeded to review minutes from February meeting (no SGC meeting for the month of March). He noted the following from the February meeting:
  - o Principal Sanders discussed the budget for the 2021 SY
    - Funds were used to purchase math and literacy coach
    - Another Kindergarten teacher position is reserved pending the Parklane's need to hire additional teachers
    - Projected number of students for Kindergarten is 47 students. After 10 day count Parklane will have the flexibility to hire
    - Administrative assistant position was purchased
    - TAG teacher will be working 3 days as a full-time teacher
    - Half-time custodian position was purchased
    - Budget proposal was approved by all members of the SGC
  - o SGC team discussed changes to the Parklane's strategic plan monitoring tool
    - Superintendent Looney changing the HS graduation rate to 95%
    - 3<sup>rd</sup> graders read on or above grade level by 2022 needs to be changed to reflect new strategic plan
  - o Next meeting action items:
    - Review SGC new members
    - How SGC be more visible within the school community
- Mr. Billingslea concluded reading minutes from February meeting. Mr. Sellars motioned to approve the minutes and all attendees were in favor.

- Mr. Billingslea proceeded to check in with members of the SGC team and members shared their experiences with teleschool. Mr. Sellars shared that he is still working with families. Sellars has delivered food for families and Community in Schools has housed four families. Mr. Sellars shares that the needs of families have “doubled since COVID 19”
- Following member check-in , Mr. Sanders lead the Principal’s update and shared the following:
  - Parklane is “moving along” and “adjusting to the new way of schooling”
  - Faculty is focused on ensuring that students are completing assignments and staying engaged for the rest of the school year
    - students in grades 3-5 are participating online learning
    - students in grades k-2 are completing teleschool learning packets
    - k-2 teachers are creating videos, so parents can have support to be successful with learning packets
    - Focused on grading
  - Parklane’s faculty is fully staffed for the 2020-2021 school year; 100% of teachers are retained.
  - A few changes for grade level teams were made
  - Admin team is working on close out plan for the school year, will be provided to staff at a later date
- Following Mr. Sanders update, Mr. Billingslea: proceeded to talk about Council Surveys
  - All SGC members need to complete council self assessment
  - All SGC members , with the exception of Mr. Sanders needs to compete the principal feedback survey
  - Currently, the council is not at 100% completion. These surveys need to be completed before April 30<sup>th</sup>
  - Members will need to notify Mr. Billingslea when surveys are completed via email or text.
- Next Mr. Billingslea discussed the new member transition
  - Amber Monson is the newly elected teacher representation and Nia Jones is the new Parent/ Guardian representative
  - Mr. Billingslea will reach out to both new members and provide them with information about SGC
  - Next meeting the new members will be invited and introduced to the SGC
  - Mr. Billingslea will present information on new member training to them
- Following the discussion item on new member transition, the council presented the following for next action items:
  - New member training introduction
  - Discuss and update monitoring tool, this needs to be updated by June 30<sup>th</sup>
    - Teacher retention and graduation language should be updated in strategic plan
  - New members should be aware that new trainings will happen in July. An invitation will be sent by June. Members will need to check their personal email addresses.
  - Ms. Farmer requested that survey links be sent to her.
  - Agenda for today’s meeting needs to be emailed out

After action items were discussed, motion was made to adjourn meeting. All council members were in favor and meeting was adjourned at 3:29 PM

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