



MINUTES

Parklane Elementary School Governance Council

Date | time 05/14/2020 | 3:00pm | *Location* Parklane Media Center

SGC Members

- SGC president, Mr. Billingslea called the Student Governance Council meeting to order at 3:04 PM. SGC members attended meeting through MS team. Attendees included the following people:
 - o Antwayne Sanders (Principal)
 - o Bruce Billingslea (President)
 - o Carlos Trotty (Vice President)
 - o Chelsea Little (teacher)
 - o Amber Monson (teacher)
 - o Chip Sellars (community)
 - o Jesse Williams (Parliamentarian)
 - o Nia Jones (Parent)

- Mr. Billingslea proceeded to review minutes from April meeting and notes were approved. He noted the following:
 - o Attendees of April SGC meeting
 - o Review of meeting minutes from February SGC meeting (no SGC meeting for the month of March)
 - o Budget for the 2021 SY
 - o Parklane's needed changes to the strategic monitoring tool

- Mr. Billingslea reviewed meeting norms

- Following review of meeting norms, the Council Self- Assessment was discussed:
 - o SGC strength was noted as the following: *Council members set aside personal agendas, interests and biases*. SGC members reasoned that the previous statement is a strength because all members are aware of the goals and mission of the Student Governance Council. Also, SGC members have strong camaraderie and respect their fellow council members.
 - o SGC weakness was noted as the following: *Council meetings are open to the public and agendas are available for the public review*. Council believes that although the meetings are available to the public, the public is unaware of the meetings. Solutions to public engagement were as follows:

- Publicize meetings more such as creating flyers 1-2 weeks prior to next meeting to school community detailing time/ location/ purpose of SGC meetings
 - Use MS teams as away to conference call members of the school community who may lack transportation. Parents can call into SGC meeting as a conference call. Also record meetings through IPAD on MS teams . A selected council member may want to monitor chat/ meeting participants in MS teams app
 - SGC needs to be weary of meeting bi-laws (some meetings will not require public to comment). Audio will need to be controlled in MS teams app

- Following review of Council- Self Assessment, SGC members reviewed the website audit
 - In sum, all components are posted and updated.
 - However, *Summary of Actions* for august needs to be posted. Media specialist should post and update *Summary of Actions* by today.
 - *Meeting minutes for August 2019* and *September 2019* needs to be posted
 - *Strategic Plan 2022* needs to be posted (Strategic Plan of 2019 is posted). Council Leadership will reach out to Jan Jackson for clarification

- Next, new members of SGC were introduced:
 - Amber Monson, Teacher
 - 4th/ 5th grade IRR teacher
 - Familiar with Fulton County and East Point area
 - Aspires to give back and be more involved in the community
 - Nia Jones
 - Parent of Parklane student
 - Lifelong resident in Eastpoint
 - Ambitious about getting involved in community
 - New member information will come through email next month on how to register for classes
 - If new members need assistance or have questions, they can reach out to other SGC team members

- SGC council unsure of President and Vice President position expiration process. Further information will be needed and possible action item for next meeting: *Discuss the expiration of President and Vice president term ending process*

- Mr. Sanders provided SGC members with principal update. He noted the following:
 - Updates are needed for the strategic plan.
 - Mr. Sanders, Mr. Trotty, Mr. Williams will need to update strategic plan at a later date as remote learning settles and transition to summer school begins to happen
 - 1 more week of school, last day of school is May 22

- Teachers are closing out of physical classrooms, but teachers are still working virtually
 - Teachers are communicating with parents/ students about missing/ incomplete work to encourage students to complete assignments
- Dr. Jackson Mr. Williams, and Mr. Sanders are reaching out to families with incompletes
- Summer school will be broken into two sessions June 3-July 15 and July 7- July 31st summer for students in grades 1-5; As of date, Principal Sanders not sure if there will be a rising student program. Additional points regarding summer school was made as follows:
 - Students have been identified for summer school since April 24th
 - 20—55% of Parklane student population is projected to attend summer school; Parklane does not have the capacity to enroll that many summer school students
 - As of May 8th, there are 242 students projected to go to summer school
 - Another report will be pulled tomorrow, May 15th
 - First summer school session will be 100% virtual; students without devices can pick up devices and a hotspot (potentially eliminate excuses about internet)
 - 2nd summer school session (July 7th- July 31st) is still under planning
 - 3 summer school formats have been discussed: virtual, face to face, or hybrid.
 - Summer school format for 2nd session is undecided and more updates will come pending State health concerns
 - Funding for first summer school session was given to district by State. This includes 8 schools: Parklane, SL Lewis, Hamilton E. Holmes, Heritage, etc.
 - Parents will have an option to attend one or both summer school sessions.
- Next week, students will pick up belongings from school. Items will be distributed based on the “meal distribution model.” Parents will pick up items in their car and a table of unidentifiable items will be at the end of the drive.
- Action items for next meeting was established as follows:
 - Discuss the expiration and vice president term ending process (this will happen before new school year)
 - Discuss how to engage public in SGC meeting

After action items were discussed, motion was made to adjourn meeting. All council members were in favor and meeting was adjourned at 3:47