



**Seaborn Lee ES SGC Meeting Minutes: January 9<sup>th</sup>, 2024.**

**Attendees:** Samantha Atchison, Kine' Geathers, Calvin Claiborne, Krystina King-Taylor, Kenjali Hammonds, Theresa Morales-Smith, Christie Outerbridge-Stovell

3:37 pm	Meeting called to order.
3:37 pm	Motion to approve the agenda, no one opposed.
3:38 pm	Review of November meeting minutes and motion to approve.
3:45 pm	<p>Discussion items</p> <p><b>Planning for Parent/Teacher SGC Election</b></p> <ul style="list-style-type: none"> <li>- Upcoming election window is 2/5 – 3/29</li> <li>- Governance and flexibility office wants us to review whose position is up for reelection and ensure as we are recruiting, we do so based on certain criteria.</li> <li>- The following are up for reelection because their roles are expiring: Mr. Claiborne, Mrs. Hammonds, Mrs. King-Taylor, and Mrs. Strong.</li> <li>- We are asked to identify staff and parents who would like to serve in this capacity.</li> <li>- Use word of mouth with any parents interested in being involved, let them know we do have elections and vacancies coming up.</li> <li>- Once the window closes 3/29 the community will vote for the new positions, and we will officially welcome those members for the upcoming school year. April is the official voting month.</li> </ul> <p><b>Planning for Annual Budget Approvals</b></p> <ul style="list-style-type: none"> <li>- All principals meet with district office personnel and our CFO in February, Principal Geathers attends the meeting.</li> <li>- She will come back and do a presentation to the SGC late February where she goes through the process of what it looks like for the SGC to be involved in the budgeting process.</li> <li>- Prior to that time, anyone on the budget committee Mrs. Dixon or Principal Geathers will reach out to for discussions about the presentation.</li> <li>- Formally presented late Feb early March and SGC will have an opportunity to have input on where funds are spent in the school.</li> <li>- They will give us a timeline for this process when Principal Geathers goes to the February meeting.</li> <li>- It is usually a short turnaround so typically, we have changed the date of the February meeting based on the requirement of the district, we may need to be more flexible in the next 2 months so we can discuss and approve the budget.</li> </ul> <p><b>Resources for GMAS Instruction and Test Preparation</b></p> <ul style="list-style-type: none"> <li>- This is now testing season for 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> graders.</li> <li>- Students would have taken middle of year diagnostics and assessments.</li> <li>- School body takes that data and use it to devise a plan to support the students before they sit down in May to take the assessment.</li> <li>- To ensure students have everything they need instructionally, and we close any gaps, the school will bring forth a proposal to SGC for test prep resources.</li> </ul>

	<ul style="list-style-type: none"> <li>- The district provides us with a lot of resources.</li> <li>- Now that we have had 90 days of data to look at, we determined there is a need for additional resources they would like the SGC to support it in. <ul style="list-style-type: none"> <li>• One resources they have identified is Digital Coach – provides support across grades 3-5 and foundational support for the grade level standards.</li> </ul> </li> <li>- No exact dollar amount yet but wanted to let us know the school will be coming to us in a formal vote to help purchase this for the students.</li> <li>- They will prepare a quote to present to the council for a formal vote.</li> </ul>
3:54	<p>Principal's Update</p> <p><b>Mid-Year Data Review</b></p> <ul style="list-style-type: none"> <li>- Students were assessed at the end of November beginning of December.</li> <li>- Our school is trending in a positive direction.</li> <li>- 446 assessed out of 451 (goal at least 91% tested).</li> </ul> <p><b>Reading</b></p> <ul style="list-style-type: none"> <li>- 19% above grade level.</li> <li>- 18% on grade level.</li> <li>- 41% are 1 grade level below .</li> <li>- 13% are 2 or more grade levels below.</li> <li>- Reviewed placement domains. <ul style="list-style-type: none"> <li>• Top 3 domains were Phonological awareness, Phonics, High Frequency Words.</li> <li>• Data suggests that the programs the districts have selected is working and is viable because the data is trending in the right direction.</li> </ul> </li> <li>- Reviewed grade level placement.</li> </ul> <p><b>Math</b></p> <ul style="list-style-type: none"> <li>- 12% above grade level.</li> <li>- 22% on grade level.</li> <li>- 49% are 1 grade level below.</li> <li>- 18% are 2 or more grade levels below.</li> <li>- Reviewed placement domains.</li> </ul> <ul style="list-style-type: none"> <li>- Next benchmark assessment for 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup> grade students will be taking writing assessment (1/22/24).</li> </ul> <p><b>Semester Action Plan</b></p> <ul style="list-style-type: none"> <li>- Reviewed 2<sup>nd</sup> semester plan (January – May)</li> <li>- This was a team effort as the admin team gets together to collaborate and create a plan based off data/observations/needs.</li> <li>- Plan covers areas of reading, math, intervention, and PBIS.</li> <li>-</li> </ul>
4:15pm	<p><b>Superintendent Advisory Council Update</b></p> <ul style="list-style-type: none"> <li>- Update from the December meeting.</li> <li>- They want us to put on our radar that we have positions and vacancies coming up.</li> <li>- Window for candidates to declare is 2/5 – 3/29.</li> <li>- Ensure we are doing our due diligence to recruit and encouraging them to declare their interest in candidacy online.</li> <li>- If you know any parents that would love to participate, please encourage them to look out for the declaration page to go live on 2/5/24.</li> <li>- Budget piece is going to be out biggest piece for February.</li> <li>- Mr. Knight is our designated person to go to the Advisory Council discussions.</li> </ul>

	<ul style="list-style-type: none"><li>• Christie will follow-up by Friday on whether she can attend the 1/31/24 meeting from 5:30pm-8pm.</li></ul>
4:21pm	Motion to adjourn meeting, meeting adjourned.