



# MINUTES

## Manning Oaks Elementary School Governance Council

*Date | time* 09/17/2019 | 4:20 pm | *Location* Manning Oaks Elementary

### SGC Members

Mrs. Rosenthal, Principal | Ms. Kinsey, Teacher (Vice-Chair) | Ms. Powell, Teacher (Parliamentarian) | Ms. Dismuke, Appointed Staff | Ms. Chafin, Appointed Staff (Chair) | Ms. Mackenzie Parent | Ms. Geppert, Parent | Mr. Ullmer, Parent | Ms. Feltrop, Community Member | Aaron Snow, Community Member

Absent: Ms. Rosenthal, Principal

Time	Item	Owner
4:20pm	Call to Order Meeting called to order at 4:21pm.	Ms. Chafin
4:22pm	Action Item: Approve Agenda Ms. Dismuke motioned to approve the agenda. Mr. Snow seconded the motion. Motion was unanimously approved.	Ms. Chafin
4:25pm	Action Item: Approve August Meeting Minutes Mr. Snow motioned to approve the minutes. Ms. Mackenzie seconded the motion. Motion was unanimously approved.	Ms. Chafin
4:30pm	Discussion Item: Review Meeting Norms Ms. Chafin reviewed the norms for SGC. Be here now, clear communication, be prepared, work for the good of MOE, and all voices heard.	Ms. Chafin
4:37 pm	Action Item: Finalize SY 19 – 20 Council Make-Up (Vacancies, Officers, Committees) Ms. Chafin shared the council make-up: Ms. Chafin- Chair, Ms. Kinsey- Vice Chair, and Ms. Powell- Parliamentarian. There are no vacancies for the SGC currently. The committees for the 2019-2020 school year are: Budget and Finance (Ms. Mackenzie (chair), Ms. Chafin, Ms. Dismuke, Mr. Snow, and Ms. Geppert. Outreach and Communication (Ms. Feltrop (chair), Ms. Kinsey, Ms. Powell, and Mr. Ullmer. Principal Selection (Ms. Chafin, Ms. Kinsey, Mr. Snow, and Ms. Mackenzie.)	Ms. Chafin
4:40 pm	Discussion Item: SGC Website, Strategic Plan, Monitoring Tool Ms. Kinsey discussed the SGC website. She reviewed the intentions for the website and is hoping to launch the website within the next few weeks. She is working on figuring out the relationship between the ad-hoc committee and the staff parent university committee. Ms. Chafin reviewed the Strategic Plan. She noted that Ms. Cichkolski had no findings during her recent auditing. This relates to the fiscal responsibility pillar.	Ms. Chafin

<b>Time</b>	<b>Item</b>	<b>Owner</b>
	The student achievement pillar is looking to increase the 3 <sup>rd</sup> grade literacy score to 85% this year. The monitoring tool is due by December 20 <sup>th</sup> .	
4:45 pm	<p>Discussion Item: Review SGC Annual Calendar</p> <p>Ms. Chafin mentioned new member training us in the Fall. All new members have been trained. Ms. Chafin and Ms. Kinsey will attend the SGC conference on Saturday, September 21, 2019.</p> <p>Mr. Ullmer asked about the purpose of parent university. Ms. Kinsey responded and explained the parent university in depth from a council member and parent standpoint.</p> <p>Ms. Dismuke stated that she would like to send out a survey to collect what parents would like to see MOE collaborate on for the parent university website. She would like to involve our community partners in a real-life experience. The group agreed that this would be a good idea.</p>	All Members
5:00 pm	<p>Discussion Item: Ad Hoc Committee Plans</p> <p>The next SGC meeting will consist of an ad-hoc meeting in October. Each group will decide their own dates. The ad-hoc committees and members are:</p> <p>Resource Bank- Ms. Kinsey, Ms. Geppert, Ms. Powell, and Ms. Mackenzie</p> <p>Community Collaboration: Ms. Rosenthal, Mr. Snow, and Ms. Feltrop</p> <p>Parent University: Ms. Chafin, Ms. Dismuke, and Mr. Ullmer</p>	Ms. Rosenthal
5:05 pm	<p>Discussion Item: Set Next Meeting Date</p> <p>The next SGC meeting will be on November 12<sup>th</sup> at 4:20pm in the Front Conference Room.</p>	Ms. Chafin
5:15pm	<p>Meeting Adjournment</p> <p>Ms. Snow motioned to adjourn the meeting. Ms. Feltrop seconded the motion. All unanimously approved. Meeting was adjourned at 4:40pm. Ad-hoc committees met separately to discuss a possible meeting date and time for October.</p>	Mrs. Chafin

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Meeting Norms: Be here now. Clear communication. Be prepared. Work for the good of MOE. All voices heard.

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