



MINUTES

Manning Oaks School Governance Council

Date | time 1/8/2019 | 4:30 pm | *Location* Conference Room

SGC Members

Present: Jennifer Rosenthal Principal | Katie Kinsey, Teacher (Chair) | Mechelle Chafin, Teacher | Julie Cardwell, Teacher | Courtney Beach, Assistant Principal | Sarah Feltrop, Community Member | Jit Saha, Parent | Andrea McKenzie, Parent | Michelle Geppert, Parent

Additional People Present: Freddie Benshine, NWLC SGC Support

Not Present: Aaron Snow, Community Member

Time	Item	Owner
4:30 pm	Action Item: Call to Order Meeting was called to order at 4:30 pm	Kinsey
4:32 pm	Action Item: Approve Agenda Jit Saha motioned to approve agenda. Julie Cardwell seconded. Motion was unanimously passed.	Kinsey
4:34 pm	Action Item: Approve November Meeting Minutes Julie Cardwell motioned to approve agenda. Jit Saha seconded. Motion was unanimously passed.	Kinsey
4:36 pm	Discussion Item: Review Meeting Norms Norms were reviewed.	All Members
4:38 pm	Public Comment No one present for public comment	
4:45 pm	Discussion Item: Strategic Planning Monitoring Tool* Ms. Rosenthal and Ms. Kinsey shared strategic plan monitoring tool. Ms. Rosenthal shared improvements in 2018 IOWA scores in 3 rd and 5 th Reading and Math. Declines in science and social studies were noted but it was also stated that the decline in science and social studies were trends across the county. Ms. Kinsey commented that number of meetings and attendance at meetings were on par. She also noted that the council allowed for sufficient public comment. Outstanding items: Budget Approval Monitoring Tool should be posted by 2/14 and again in May.	Kinsey & Rosenthal
4:50pm	Discussion Item: Review Council Scorecard See notes above	Katie Kinsey
5:00 pm	Discussion Item: Ad Hoc Committee Sharing Resource Bank: Committee presented a website that has been created. In the future, teachers would reference their websites for parent resources. Committee discussed	Kinsey/Geppert
5:15 pm		

consistency across grade levels. Website also includes a tab for parent questions. Committee discussed creating a website that includes information about each grade level along with a progression and additional resources about Units of Study and Math in Practice. Grade levels would have to identify person at each grade level to manage sites. Chafin

Parent University: Ms. Chafin shared that Parent University Committee discussed a potential spring trial for reading and math. Committee discussed involving students and possible times that were convenient. Third grade will be hosting a Lucy Calkins Parent Night at the end of January and it was suggested that we invite representatives from other grade levels. Hembree Springs and Hillside could be resources as well.

Community Champions: Survey was sent to teachers about need with community partners. Results were discussed (70 responses). Greatest identified need in the classroom was materials. Greatest identified need outside the classroom were support for programs, donations, tutors. Mr. Snow and Ms. Rosenthal will consolidate survey results and use them in discussion with potential partners. Rosenthal

5:20 pm

Discussion Item: Schedule Budget Committee Meeting (Annual Budget Approval)

Budget opens on 2/4/19. Best idea is to give principal time to look at budget before meeting. Budget will close around 2/22/19. SGC meeting must be scheduled before budget closes. Budget meeting will be scheduled. Trainings are offered in January. *Tentative date: 2/7/19.*

Discussion Item: Schedule Outreach Committee Meeting (Elections)

The elections declarations period will take place this year from February 4th to February 20th. Voting will take place in late March with election results being sent to schools prior to Spring Break. Committee meetings should happen in the next week or two. *Tentative date: 1/17/19.*

5:25pm

Action Item: SGC Funds/Principal Funds

Rosenthal

- A. SGC Funds – Proposal for using funds towards literacy goal
 1. Ms. Rosenthal proposed using some of the funds toward purchasing the Units of Study Phonics Program that aligns with the Units of Study in K-2. K-2 cost for all supplies would be \$13,000 before tax and shipping.
 2. Another need is the Red Leveled Literacy Intervention Kits for EIP teachers. Cost of these kits if approximately \$5,000.

Mr. Saha motioned to approve the use of funds to purchase the Phonics program and the LLI kit. Ms. Feltrop seconded. Motion was unanimously approved.

5:35 pm

Discussion Item: Set Next Meeting

Kinsey

Next meeting is set for 2/19/19 at 4:30pm.

5:40 pm

Action Item: Meeting Adjournment

Kinsey

Mr. Saha motioned to approve. Ms. Feltrop seconded. Motion was unanimously approved.

Meeting Norms

Be Here Now, Stay on Topic, Make Room, Team Together-Team Apart for the Good of MOE