



Meeting Minutes

Manning Oaks Elementary

Date | time 12/8/2020 | 4:20pm | *Location* [Join live event](#)

SGC Website: [School Governance Council / SGC Overview \(fultonschools.org\)](#)
Public may attend the meeting by joining this link: [Insert Live Event attendee link here]

SGC Members

Jennifer Rosenthal, Principal | Megan Denney, Teacher | Jordan Glastetter, Teacher | Patrick Wright, Appointed Staff | Ashtyn Powell, Appointed Staff | Michelle Geppert, Parent | Andrea MacKenzie, Parent | Lincoln Wood, Parent | Aaron Snow, Community Member | Scott Hetherington, Community Member

Absent: Lincoln Wood, Parent | Aaron Snow, Community Member

Outside Guests: Erin King, SGC Facilitator | Parent Guest

Time	Item	Owner
4:20pm	Call to Order Meeting was called to order at 4:26pm.	Chair
4:22pm	Action Item: Approve Agenda Mr. Hetherington proposed to add an amendment to the agenda to include SGC Reflection Form survey at 5:10pm. Ms. Glastetter motioned to approve the agenda. Mr. Wright seconded the motion. Motion was unanimously approved. Ms. Rosenthal proposed to add public comment after the Action Item: Approve Agenda since a guest was present on the Live meeting. A 2-minute public comment will be added at 4:25pm. Ms. Powell motioned to approve the amendment. Ms. Geppert seconded the motion. Motion was unanimously approved.	Chair
4:23pm	Public Comment The guest shared that he was thankful for the work of MOE's staff and just wanted to attend the meeting.	Community Members
4:25pm	Action Item: Approve October Meeting Minutes	Chair

Ms. Geppert motioned to approve the minutes. Ms. MacKenzie seconded the motion. Motion was unanimously approved.

4:30pm

Informational Item: Principal Updates

Principal

Ms. Rosenthal updated the council about the first semester of school since the October 14th start date. The school is waiting on second semester surveys to be submitted. Around 580 responses have been sent with the goal of all 786 students responding prior to Winter Break. Some students that were virtual are returning face to face. Some students that were face to face are moving to the virtual setting. Some students are withdrawing at the end of the semester. This is typical for Manning Oaks' enrollment.

Technology devices have been sent to the school from the county. Wireless microphones arrived at the school this week and the school is waiting on monitors and document cameras.

Finally, the school is fully staffed. Ms. Lappa is the new third grade teacher. Ms. Mosera is the new PE paraprofessional hire. Both are doing well settling into MOE.

4:45pm

Discussion Item: Flex Funds

Principal/Budget
Committee

Mr. Hetherington stated that the budget would be opening in January and that it was time to start thinking about Flex Funds. Ms. Rosenthal shared that the school receives typically \$70,000 each year. This year the school received \$30,000. This is based on CCRPI. In the past, funds have been spent on hiring personnel, specifically the STEM class. This will no longer be able to occur this year.

A suggestion has been to purchase (Leveled Libraries) LLI kits that have been used in the EIP and IRR classrooms. There is only 1 teacher's manual for each unit. The teachers have been requesting more teacher manuals. These are used for explicit reading instruction and phonics lessons.

There has been some technology hardware sent to the school. However, the number of hardware is unclear now. This might be a consideration for next month's meeting when we talk about the budget in depth.

Council members asked questions about the flex funds budget and how money can be spent. Funds can be spent on items that have a long-term impact. Funds cannot be spent on personnel. Money from the general budget will have to be allocated to cover what is usually covered with the flex funds budget. Money should be spent for the current school year. ELA curriculum for general education will not be approved because the curriculum for K-2nd is shifting in the next year. The LLI teacher manuals will be considered for spending.

5:00pm

Discussion Item: Parent University-Teams Sessions

Wright/Denney

Mr. Wright shared that the Parent University Night on Teams Sessions occurred in mid-October. Most grade levels had 7-10 families present for each meeting. 2nd grade had 12-15 families attend the meeting. Ms. Machado shared a presentation for the Spanish-speaking families for all grade levels. Teachers volunteered for each grade level and showed parents how to navigate Teams, join a meeting, upload assignments, and view files. Kindergarten-2nd grade teachers showed how to navigate SeeSaw as well for uploading assignments and viewing files. Ms. Denney shared that families enjoyed it and it went well. Parents shared that it would have been better to have it earlier in the year. Most families that attended were parents of students that are virtual learners. Overall, the event was a great success. They are looking to incorporate an academic focus for the next event. Ms. Rosenthal shared that perhaps they could focus on Math minilessons and recordings.

5:10pm

SGC Survey

Council

Mr. Hetherington shared the SGC survey for the committee to review together. The pillars the SGC supported were Student Achievement, Community Collaboration, and Fiscal Responsibility. There has been no work on People and Culture. We will address this in the second semester. The major initiatives the SGC focused on are Parent University Online Teams Session and the Manning Oaks Resource Bank. The long-term strategic direction was supported by the SGC from a few venues. Laptops were donated by C3 Church for students in K-2 who did not have a device. The Alpharetta Police Department is going to be serving 125 students with a holiday gift drive by event. Also, C3 church is adopting families in need too to support during the holiday season. The SGC captured the Parent Feedback from Parent University and we will be getting the student achievement data from I-Ready Reading diagnostics.

SGC supported the school and community through the COVID-19 crisis through Parent University helping parents understand how to join class meetings and upload assignments, as well as the resource bank for students and parents to understand academic content in math, reading, and writing in all grade levels. The SGC does not recommend any shifts to the strategic direction. Moving forward, SGC will focus on several major initiatives and projects. We will work on addressing the People and Culture pillar, developing the Parent Resource Bank to address science/ social studies, and extending to Specials and other department areas. We will have another Parent University event. Also, we will brainstorm on an event like Love MOE day that's COVID-19 friendly.

5:15pm Discussion Item: Set Next Meeting Agenda Chair

The next SGC meeting will occur on Monday, January 4th at 9am on Teams as a Live Event.

5:25pm Action Item: Meeting Adjournment Chair

Ms. MacKenzie motioned to adjourn the meeting. Ms. Geppert seconded the motion. Motion was unanimously approved. Meeting adjourned at 5:17pm.

Meeting Norms

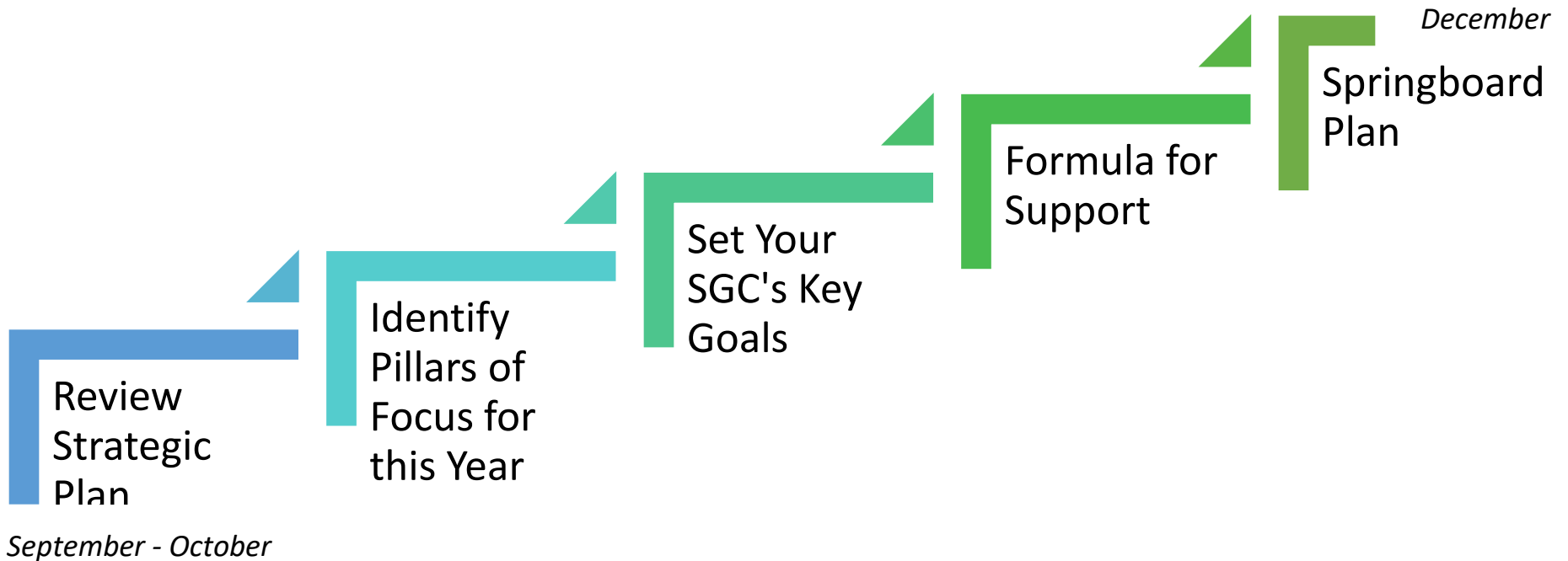
Work for the good of all students | Be patient and open-minded | Create an atmosphere of fairness and respect

Notes from the Governance and Flexibility Team

* Website Audit: While everyone is virtual this year, it is imperative that we continue to keep the public informed. Most importantly this includes making sure all meetings are open to the public for access. All SGCs meeting require 7 days notice and a link to view or attend the meeting on-line. All SGC Websites must be in compliance with Georgia Sunshine Laws. Make sure your SGC website is updated with this year's council member information. For reminders on when documents should be posted, please reference pages 19-20 of the [SGC Operations Guideline Handbook](#).

On July 31, 2020 all Fulton schools received \$30,000 to be spent by School Governance Councils on innovative measures towards achieving strategic outcomes. These Charter Dollars must be spent in accordance with FCS expenditure guidelines and are subject to the same restrictions as other funds in your cost center. In addition, any purchase(s) made using Charter Dollars must be publicly voted on by your School Governance Council and recorded in the [Charter Dollar Expenditure Form](#) (Note: A copy of your expenditure form will *not* need to be posted on your SGC web page because it will appear on the [FCS Charter System Website](#)). However, SGCs should make note of any expenditure on their agenda and record voting outcomes related to these funds in their minutes.

SGC Goal Setting Roadmap (SY2020-2021)



Note: This exercise is self-paced; therefore, as your council moves through this work, you may find that you either need to allocate more time to a certain step or move through the beginning steps at a more rapid pace.