



MINUTES

Roswell North Elementary School Governance Council

Date | time 10/24/2023 | 7:15 am | Location RNE Conference Room

SGC Members Present at Meeting

Lydia Conway, Principal | Christine Ray, Teacher (Chair) | ~~Danielle Combs, Teacher (Vice Chair)~~ | Veronica Nava, Appointed Staff | Ashley Brown, Appointed Staff | Shannon Wiggins, Parent | Kristen Ott, Parent | Jennifer Rains, Parent (Parliamentarian) | Bill Hoban, Community Member | VACANT, Community Member

Meeting Norms: Silence Phones | Be Respectful of Others' Opinions | Work for the Good of All Students

Time	Item	Owner
7:20am	Call to Order	Ray (Chair)
	Action Item: Approve Agenda	Ray (Chair)
	- Motion (Wiggins); Second (Brown)	
	Action Item: Approve September Meeting Minutes	Ray (Chair)
	- Motion (Wiggins); Second (Hoban)	
	Action Item: Vacant Position Fulfillment	Ray (Chair)
	- Mike Thomas volunteered to fill vacant SGC Community Member position.	
	- Motion to appoint Thomas (Brown); Second (Wiggins)	
	- In Favor (All in attendance); Opposed (N/A)	
	Discussion Item: SY23-24 Council Initiatives*	Ray (Chair)
	1. Literacy Coach	
	- Grades K-2 coaching expenses have been a part of the regular school budget; Appointment of a new coach is needed due to staff transitions.	
	- Grades 3-5 coaching expenses have been paid for in the past by the SGC funds. Discussion to continue this approach.	
	- Literacy coach efforts are intended to improve writing by giving students the skills to pass assessments, express themselves, and improve their writing abilities.	
	2. Feeder School / Parent University	
	- Discussion of prior efforts to increase communication between the SGC, PTA and Foundation.	
	- Consideration given to improving correlation between feeder schools and parent university, how to further support transitions.	
	- Suggest parent university evening sessions (2) held at RNE offering parents additional guidance and topics of interest (including broad/general topics and more specific such as behavior)	
	- Discuss and consider coordinating with a SCG leader from another Fulton County School for additional feedback.	

Time	Item	Owner
	<p>Informational Item: Principal's Update</p> <p>A. Upcoming School Events</p> <ul style="list-style-type: none"> - Family Fun Night on 10/27/23 - Halloween Book Character Week - 5th Grade Boys Night Out on 11/03/23 <p>B. Semester Action Plan Review</p> <p>Dr. Conway distributed a paper copy of the Semester Action Plan with the SGC. The Plan consists of "3 Big Rock" focus areas:</p> <ol style="list-style-type: none"> 1. Relationships and Routines - Goals include: <ul style="list-style-type: none"> - Attendance: RNE to maintain "Satisfactory" rating by May 2024. - Behavior: RNE to decrease office referrals by 10% (59 or less) by May 2024. 2. Tier 1 – Goals include: <ul style="list-style-type: none"> - RNE to increase percentage of students proficient in math from 76% to 78% as measured by Georgia Milestones by May 2024. - Increase percentage of students in grades K-2 performing on or above grade level reading from 91% to 93% as measured by the iReady diagnostics by May 2024. 3. Interventions – Goals include: <ul style="list-style-type: none"> - RNE to increase the percentage of general education and SPED-Speech-Only who are at least two years below grade level in math in grades 1-5 meeting their stretch growth targets as measured by the iReady diagnostics from 41% to 45% by May 2024. 	Conway (Principal)
	<p>Discussion Item: Fall Cross Council Meetings**</p> <ul style="list-style-type: none"> - Upcoming meetings held on 11/1/2023 at North Learning Center and 11/2/2023 at Paces Ferry location; Dr. Conway and Shannon Wiggins to sign up and attend. 	Ray (Chair)
	<p>Discussion Item: Website Audits***</p> <ul style="list-style-type: none"> - Additional updates to website are in process including entry of all committee members and Fulton County email addresses. (Ray) - Upload of minutes to RNE website (Ray & Rains) 	Ray (Chair)
	<p>Discussion Item: Draft Next Meeting Agenda</p> <ul style="list-style-type: none"> - Next agenda to be shared by email prior to meeting (Ray) - Next Meeting Dates to be determined and shared by email (Dr. Conway) 	All Members
8:01am	<p>Action Item: Meeting Adjournment</p> <ul style="list-style-type: none"> - Motion to Adjourn - (Wiggins); Second (Nava); All in Favor 	Ray (Chair)

* SY23-24 Council Initiatives: Begin discussions to determine the focus of the council's upcoming work. Lean on your school's Semester Action Plan to ensure the work of the council is aligned with the goals and initiatives being targeted by the school leaders. Task the council with prioritizing 1 – 2 initiatives the SGC could lead or support throughout the year.

** Fall Cross Council Meetings: In early November, there will be series of Cross Council meetings meant to support SGCs by providing them a forum to work with other councils throughout the district and share feedback with the Governance & Flexibility Team. Each council should register up to two members to attend one of these sessions.

*** Website Audits: Councils are encouraged to review their SGC website during their October meeting. The Governance & Flexibility Team will be completing website audits for all schools during the month of October. For a list of SGC website requirements, please review the [SGC Website Audit Form](#).