



MEETING MINUTES

Lake Windward Governance Council

Date | time 2/20/2025 | 7:10am | *Location* PLC Room

SGC Member Attendance

Lauren Busing, Principal	Ü	Susan Kimani, Parent	
Kelly O'Connor, Appointed Staff	Ü	Sierra Gritz, Parent	Ü
Kristen McNeely, Teacher	Ü	Cassie Arnold, Parent	Ü
Christina Nickel, Teacher	Ü	Shannon Bontrager, Community Member	Ü
Jan Palermo, Appointed Staff	Ü	Tarran Craver, Community Member	Ü

Guest Attendance: Katie Kinsey

7:13am	Call to Order	Jan Palermo
7:13am	Action Item: Approve Agenda	Jan Palermo
7:13am	Action Item: Approve November Meeting Minutes	Jan Palermo
7:14am	Information Item: Superintendent Advisory Council Updates	Sierra Gritz & Suzi Kimani
7:15am	Discussion Item: Planning for Parent/Teacher SGC Elections	Lauren Busing
7:19am	Discussion Item: Strategic Planning	Lauren Busing
7:37am	Information Item: Principal's Update	All Members
7:53am	Discussion Item: Draft Next Meeting	Jan Palermo
7:59am	Action Item: Meeting Adjournment	Jan Palermo

Meeting Minutes

7:13

Call to Order: Chair

Jan – Call the meeting to order.

May I have a motion to approve today's agenda?

Sierra motions to approve agenda.

Christina seconds the motion.

Can I have a motion to approve November minutes?

McNeely approves November minutes.

Cassie seconds the motion.

7:14

Information Item: Superintendent Advisory Council Update (Sierra Gritz and Suzi Kimani)

There was a dinner in January that our members couldn't attend due to a work function. The next meeting is this month on 2.26.25.

7:15

Discussion Item: Planning for Parent/Teacher SGC Elections

We will need two parent representatives, one teacher, one school appointed employee, and one community member. We have been advertising flyers, in principal update, and signs in carpool for people to run.

Would someone be willing to right a blurb on your experience in SGC. Sierra volunteered to write about her experience.

7:19

Discussion Item: Strategic Planning

We have developed and discussed our new strategic plan earlier this year. We just want to take some time to review our progress within our strategic action plan.

Enhance Performance for all Students

Our goal is to increase the percent of all students to score proficient or distinguished on GMAS in ELA. We want to increase from 80.1% to 83.0%. To help measure progress i-Ready BOY, MOY, and unit assessments.

This goal also includes the writing piece because GMAS encompasses reading and writing within their assessment.

The district initiative this year is to focus on writing. Writing hasn't been the biggest focus, the district has been focused on the foundation of reading. Our big focus this year has been working with K-2 writing. We have been working on genre writing and informational writing. We have been working on formation of letters and composition. It was a difficult transition, but it has been amazing work.

The complex text that 3rd through 5th grade complete, building this foundation in writing in K-2 will help support the writing in grades 3 through 5. In the upper grades they also have to analyze texts and put it in their writing, so as they

We also just completed WriteScore, which is another data point we use to see student progress. This assessment most closely mirrors the GMAS with multiple choice, constructed response, and an essay.

Prioritize Safety and Operational Efficiency

Under safety and efficiency, our goal is to decrease our number of office referrals from 42 to 40. Q1 we had 14 referrals and Q2 we had 13 referrals. Kristen is a part of our SSS lead to make sure our school implements our SSS lessons to help with character development and decrease emotional behaviors.

Ensure Impactful Programming

This goal was to increase the percentage of students in advanced and accelerated math from 30% to 34%. We have already met this goal at 37%!

Strengthen Employee Engagement

This goal is to increase employee retention rate from 81.2% to 82%. We have two vacancies as of right now. One of our MOID teachers needed to move immediately to support her family. We also had an IEP change for one of our students to receive a categorical para. Those are the two spots you may see online that Lake Windward currently needs to hire.

Utilize Fiscal Resources Effectively

This goal is to increase the percentage of charter dollar expenditures from 99.4% to 100%. We are on track to meet this goal. Our bookkeeper has received two awards for being 100% compliant.

Deepen Community Connections

This goal is to increase the percent of parent/guardians who would recommend this school to a family member or friend from 83.3% to 85%. We will measure this goal using the perception survey, PTO/event attendance, and the engagement with biweekly parent newsletter. So far, the parent newsletter is averaging 1,000 views.

7:37

Informational Item: Principal Update

A. Budget Update – district delay in timeline

Our budget for elementary has been pushed back twice this season. One reason is due to COSA. We had 39 students submit COSA applications. Some of these students are already in our projected due to families wanting to protect their hardships. Our current enrollment is 628 students and our projected enrollment for the 26 school year is 643. This projected number does not include COSA assignments. Tonight's board meeting, they will vote on school closings. The two potential school closings, those families need to be given an opportunity to enroll into COSA. We will potentially going to get allocations this Friday and get our budget next Monday. With this, we will need to have another meeting before March 7th so we can review the budget. When I approximate teachers per grade level, it does not look like we will not earn additional teachers.

Do you know if anybody from Lake Windward chose to go somewhere else?

We have not received official data yet, but with conversations with our surrounding colleagues, I have not heard that they are receiving any of our families.

This has always been a process, it was called open enrollment. This happened in June, in accordance with state law. Our district learned that this process needed to change and to be earlier.

Enrollment is going down overall, which is a worry for principals because it effects money allocated and support staff allocations.

Is COSA a lottery system or does everyone get approved?

COSA still follows under the same alignment as hardships, where student attendance and discipline records need to be clean.

B. School Events Recap

We had a great number of events over the past two months including International Night, Family Science Night, Daddy Daughter Dance, and Mother Son Game Night. These events were great.

Family Science Night is always a hit but his year was even bigger and better!

I was wondering if we could do a mother daughter event like a tea for those who do not have children of the opposite gender.

The parent community was wondering if we could bring back parents coming to lunch once a week. We are in a plan on working that out logistically. It most likely will not happen this school year, but we are looking into it.

7:53

Discussion Item: Draft Next Meeting's Agenda

Next meeting we need to vote on the budget.

7:59

Action Item: Meeting Adjournment

May I have a motion to adjourn the meeting?

Craver motions.

McNeely seconds.

Next Meeting:

March 5, 2025