

Cogburn Woods SGC

August Agenda

Date: 08/19/2025

Time: 3:00 PM

Location: Media Center

SGC Members:

Lisa Garosi	Principal
Federico Giraldo-Ayala	Parent
Christine Grasso Farias Santos	Parent
Jacqueline Daeschler	Teacher
Lauren Pritchard	School Employee
Christina Allen	Community Member
Erin Rybos	Parent
Holly Chafin	Teacher
Sandy Austin	School Employee
	Community Member

3:00PM Call to Order

3:02PM Action Item: Approve Agenda

3:05PM Action Item: Approve Previous Minutes (*Principal*)

3:10PM Discussion Item: Member Introductions (*All Members*)

3:15PM Action Item: Approve nominated Community Member- Cristina Allen (*Principal*)

3:17PM Action Item: Elect New Officers (Chair, Vice Chair, Parliamentarian) (*Principal*)

3:19. LG begins discussion for electing officer and committee. LG briefly describes the roles and responsibilities for the different officers.

JD is interested in Chair.

ER offers to do Vice Chair

Christina Allan offers to be parliamentarian

Vote to approve. SA votes to approve. Chafin seconds. Committee approves.

3:25PM Action Item: Action Items: Staff Standing Committees (Budget and Finance, Outreach and Communication, Principal Selection) (*Chair*)

LG explains the different committees and their work.

Budget and Finance: LP, SA, JD, and CA. LP volunteers to be committee chair

Communications: HC, CA, ER, Fredrico. HC volunteers to be committee chair

Principal Selection Committee: JD/ Chair, CA/ Community Member, CA Parent, and Chafin/ Staff

3:30PM Discussion Item: Confirm Parent/Community Superintendent Advisory Council Representative

3:22 LG describes what a typical advisory meeting looks like and asks who is interested. ER will be the official representative and CA will be a backup.

Unanimous vote to approve all committee members

3:35PM Discussion Item: Determine Meeting Schedule for SY25-26 (*All Members*)

JD proposed that meetings be moved to Thursdays as all teachers on the committee are PLC facilitators. LG suggested moving the meeting to 3:00. Committee agrees to Thursdays at 3, every 3rd Thursday of the month.

9/18

10/23

11/13

12/4

1/15

2/19

3/19

4/16

5/14

3:40PM Discussion Item: Strategic Planning (*Principal*) See NEXT PAGE for more detailed information

4:10PM Informational Item: Principal's Update (*Principal*)

A. Potential School Staffing Changes: LG briefly explains SEAT Day. We are projected to gain a Kinder teacher and potential teacher for two other grade levels. Potential implications are class changes for students. Kinder has 25 kids per class. Hiring is a consideration. We may gain a surplus. If we do not gain a surplus, the ability to find qualified teachers may impact if/when we hire.

** LG debriefs false alarm Centigix alert that was experienced last week. LG explains how communication is streamlined in a situation like this and why communication occurs the ways that it is does. Admin had a debrief, with zone super, head of security, and chief of police. Staff were debriefed on Thursday of that week. Conversations centered around hypothetical situations for what to do when kids are at recess, in cafe, in transition, or in the hallway. LG asks school governance to help explain why communication occurs the way that it does as need. Members ask a few logistical questions.*

B. Shifts in District Policy or School Practices: N/A

C. Calendar of Upcoming School Events:

Curriculum nights are 9/10 and 9/11

D. Training Requirements for all Members:

LG reminds the members to complete their mandatory training.

LG shares the strategic plan draft. She explains that our plan should align with the district's larger goals. LG walks through each prong of the plan and explains the options we were allowed to choose from and what we chose. She also shared important data that fueled the choices made for our plan. Reading proficiency, ESOL and SEC subgroups, and employee and parent satisfaction, are all focus points for this year's plan. A final draft will be presented in September, and a vote will be collected then. This

4:25PM Discussion Item: Draft Next Meeting's Agenda (*All Members*)

Expenditures

Strategic Plan

New community member: send ideas LG

CA will create a distribution list and connect everyone through email. LG will submit tickets for members who need emails.

4:30PM Action Item: Meeting Adjournment (*Chair*)

JD motion meeting to adjourn. Chafin seconds.

Meeting Norms: Silence Phones, Be Respectful of Others' Opinions, Work for the good of all Students

* **Staffing your committees:** Remember that all SGC members should be a part of at least one committee. The Budget and Finance Committee and the Communications and Outreach Committee require a Chair (any voting SGC member), the principal, three voting SGC members and can have up to three additional SGC or external members. Also, every school needs a Principal Selection Committee regardless of whether they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.

* **Nominating a representative for the Superintendent's Parent/Community Advisory Council:** All schools are asked to select a representative to serve on the Superintendent's Parent/Community Advisory Council. This group meets monthly with the superintendent to provide feedback and receive updates on important issues affecting FCS schools and local communities. Meeting dates/times/locations will be sent out to representatives prior to the first advisory council meeting. If a representative is unable to attend a meeting, another member of the council can attend in their place.

* **Drafting your next meeting agenda:** It is a best practice to draft an agenda for your next meeting at the end of each meeting to help your council plan its upcoming work. If unforeseen events require a council to modify the agenda, the council can simply edit the agenda and vote to approve the modified agenda at the beginning of the next council meeting.

Strategic Planning (August)

As we embark on a new academic year, we are committed to empowering your council to play a pivotal role in shaping our school's future through strategic planning. To ensure your success, we will provide regular updates, resources, and support.

We understand the importance of initial organizational tasks for your council. However, we recommend you dedicate a portion of your first meeting to initiating discussions about your school's Strategic Action Plan as they will be due for submission on September 30th.

Building upon the groundwork laid by our school leadership, we recommend focusing your August meeting on the following:

- **Clarifying** the principal's vision and goals for the upcoming year.
- **Identifying** key lessons learned from the previous school year.
- **Understanding** the expectations outlined by your school's zone leader.
- **Brainstorming** specific ways your council can contribute to the development and implementation of the Strategic Action Plan.