

Group/Team	School Governance Council		
Location: Library	Date of Meeting: 1/9/19	Start Time: 8:00	Finish Time: 8:30

Team Norms (subject to change; based on team decision):
<p>All meetings will start on time.</p> <p>Process for debate is defined by <u>providing solutions</u>.</p> <p>A specific agenda will be set for all meetings.</p> <p>All team members will agree to stay on specific agenda topics.</p> <p>Protocols to guide discussion are applied – i.e. guiding essential questions, parking lot, etc.</p> <p>Roles are clearly defined- e.g. facilitator, recorder, etc.</p> <p>Minutes of meetings are to be posted on Google Docs within 24 hours.</p>

Purpose of Meeting – (modify based on specific intent):
<p>PURPOSE: To enable parents, school staff, and community leaders to work together to improve student achievement. Councils serve in an advisory capacity to assist the school administration.</p> <p>ESSENTIAL QUESTION: What steps can we take to improve student achievement?</p> <p>PLEASE BRING WITH YOU:</p> <ul style="list-style-type: none"> N/A

Agenda Item/Guiding Questions	Time Allotted	Person Responsible																		
<p>Check-in</p> <ul style="list-style-type: none"> Identify recorder and timekeeper Review next steps from last meeting 	5 minutes	Maria																		
Next Steps																				
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<p>Old Business:</p> <ul style="list-style-type: none"> ● Book Swap ● School Compacts ● One Book, One Read <p>New Business:</p> <ul style="list-style-type: none"> ● Science Night - scheduled for January 17th 	25 minutes	Team
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Meeting Minutes (taken by: Mrs. Milo)

<ol style="list-style-type: none"> 1. Science Night 1/17 <ol style="list-style-type: none"> 1. John Reed scheduled for first 10 minutes of meeting to talk about NGSS and new science program. 2. Mrs. Defazio, Gr. 5 teacher, will plan a few science centers. 3. Bob Shagenski will have a few math centers. 4. Stacey - our community partner has reached out to the high school robotics team. She is willing to coordinate a center for them to lead on the 17th. 5. Patty is considering attending another school's science night tonight to get some ideas. 6. Make agenda to accurately reflect entire science night program and send home in advance. <ol style="list-style-type: none"> 1. if there will be a talk regarding attendance or something other than science, let parents know so they can plan accordingly. There is a concern that families may not appreciate a presentation on something other than science on science night. 7. We will ask teachers to volunteer. Miss Tyrell and Mr. Welch are planning on attending. 2. Parent and Family engagement policy - Mrs. Tompkins will edit and give back to Patty Poulter. 3. Book swap was a success from school's perspective. Only kids who brought in books for swap took books from the swap home. <ol style="list-style-type: none"> 1. Plan for another book swap before Memorial Day. Patty could use help with it. 2. Initially, SGC talked about letting every student get a book from the swap, even if they didn't bring one in. <ol style="list-style-type: none"> 1. Council decided against this. Came up with plan to give every student in the school a new book to take home the day before Winter break. Enough new books were donated from mayor's office for three grade levels. School provided the rest. 4. One Book, One Read <ol style="list-style-type: none"> 1. SGC still needs to come up with a book <ol style="list-style-type: none"> 1. Maria shared that K & 1 feedback suggested that chapter books without pictures were not engaging for younger students. 2. Maryann suggested Charlotte's Web. 3. Patty shared that this was budgeted for so a book must be selected ASAP and purchased for every child in the building. 		
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4. Debate about process - should teachers read only part of a chapter?? and let the be that parents read the rest at home for family engagement??		
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Next Steps

Next Steps/Outcome	Assigned to	Due Date
contact Stacey - ask what we need to do on our end to support the robotics team station for science night	Patty/Kimberly	ASAP
compose notice about Science night on 17th to be sent home	Patty	ASAP
send out message on 1/14 or 1/15 about science night on 17th	Angela	1/14 or 1/15
ask Bob and Alana how many stations they will have and how many teachers we need as volunteers to help run the stations	Maria	ASAP
Kendra will edit the Parent and Family Engagement Policy	Kendra	2/13/19
next book swap - May 23 and 24	Patty and Kendra	5/23 & 5/24
letter needs to be composed regarding book swap	Patty	
kids will bring in books for swap the week before	students and Patty and Kendra	
1 book, 1 read - select a book	council members	ASAP
decide on procedure - how much are we expecting parents to read at home??	council members	2/13/19
next meeting - February 13th	council members	2/13/19

Attendance
(list names, titles of all members of team; insert X if member is in attendance for the meeting)

Angel Razza, Principal		Alex Welch, Classroom Teacher	X	Jodi Dellacroce, Parent	
Maria Milo, Facilitator/TVP	X	Lindsay Bugryn, Classroom Teacher	X	Kendra Tompkins, Parent	X
Melissa Pronovost, Reading Specialist	X	Simi Timaul, Classroom Teacher		Kimberly Rossi, Parent	X
Patty Poulter, Parent Liaison	X	MaryAnn Sciascia, Sp.Ed. teacher	X	Jaime Veary, Parent	X

		Stacey Gray, Community Partner		Kristine Gallagher, Parent	