



# Dolvin Elementary School Governance Council

## Meeting Minutes, Dec 4, 2018

### Called to order at 7:08 a.m. – Present were:

Karen Cooke, Emily Davis, Karen Berry, Colleen Greathouse, Oma Anuebunwa, Jane Li, Jennifer Shaffer, and Jessica Stewart

### Approve Agenda

Emily Davis made the motion to approve the agenda; Colleen Greathouse seconded. Unanimously approved.

### Approve November Meeting Minutes

Jane Li made the motion to approve the minutes; Karen Berry seconded. Unanimously approved.

### Public Comment

No public was present during the public comment period. The Public Comment opportunity was announced via Dolvin Diary. SGC discussed additional notification modes for future public commenting opportunities, e.g., Twitter, message/email, and school calendar.

### Committee Updates

- Multiple members on both committees took the online committee training.
- Budget Committee: The committee will meet on Monday 12/10/18, 7am.
- Communication and Outreach Committee: Committee met in November and discussed the following
  - Make sure website is up to date;
  - Communicate SGC activities and strategic plan with PTA and through weekly splash;
  - Send a SGC representative(s) to attend other school's SGC meeting as a special guest attendee;
  - Reach out to partners on strategic plan, school/teacher/student needs, etc.

### Strategic Plan Monitoring Tool

SGC members had an in-depth discussion on the Monitoring Tool by going through the baseline data (2017-2018 school year) for each initiative on the strategic plan.

- Student achievement: Baseline data are available from Milestone testing results. Fastbridge data will be used as a monitoring tool.
- People and Culture:
  - Baseline data on referrals and splash cards will be provided to SGC.

- May track classroom volunteers who contribute time and/or items.
- Emily and Oma will develop a parent survey to get feedback on school involvement and cultural background.
- In addition to International Day, Dolvin may consider International Night to get more parents/families engaged with additional activities, e.g., food, cultural show/demonstration. Dolvin may consider holding the International Day/Night earlier to get parents' involvement at the beginning of the school year.
- Community Collaboration: Track impactful partnerships, e.g., boy scout, cub scout, girl scout, donation to Fur Kids. Consider implementing Dolvin Connects together with other planned activities.
- Fiscal Responsibility: Budget review/approval will be in Feb 2019.

### **Review Council Score Card**

SGC members reviewed the measurements and benchmarks for the council score card. All items are either met or on track to be fulfilled for "Exceptional Councils".

### **Principal's Update**

- A well-qualified temporary assistant principal has started to fill the responsibilities while Ms. McConnell is out of office.
- Dolvin's digital learning platform is live for use during potential weather closing days.
- A Georgia parent survey will be sent out to parents on topics related to schools, e.g. school safety.
- RFF is coming up. Key dates will need to be in alignments with middle and high schools in the cluster.

### **Schedule Meetings for Spring 2019**

SGC meetings for Spring 2019 will be held on the following days: 1/8, 2/5, 3/5, 4/9, and 5/7/2019.

### **Next Meeting Agenda**

The following items were suggested for the next meeting:

- Update on Dolvin parent survey
- Committee Update
- Principal Update

### **Meeting Adjournment**

Motion to adjourn was made by Emily Davis and seconded by Jennifer Shaffer. Motion was unanimously approved. Meeting adjourned at 8:05 a.m.