



# Dolvin Elementary School Governance Council

## Meeting Minutes, April 9, 2019

### Called to order at 7:06 a.m. – Present were:

Karen Cooke, Emily Davis, Karen Berry, Shelley Noles, Colleen Greathouse, Jane Li, Jennifer Shaffer, Kristina Clement, Oma Anueibunwa and Jessica Stewart

### Approve Agenda

Jane Li made the motion to approve the agenda; Emily Davis seconded. Unanimously approved.

### Approve March Meeting Minutes

Karen Berry made the motion to approve the minutes; Colleen Greathouse seconded. Unanimously approved.

### Election Results

- Sarah Lee (parent) and Sarah Kasper (teacher) are the newly elected SGC members for the term 2019-2021. They will be invited to participate in the May SGC meeting.
- Over 70% of teachers participated in the voting, which reached the goal for teacher's participation rate, but only 12% of parents voted, which is below the goal (15%) and less than last year's rate (~20%).
- SGC members discussed a number of approaches for promoting the voting in the future, e.g., including candidates' pictures and statements in the Dolvin Diary and Dolvin website (instead of a web link).

### Parent and Teacher Surveys on Volunteering

- Received 67 responses on the parent survey on volunteers. The top reason for not being able to volunteer is work (78%), followed by no care for younger children.
- Teacher survey was just sent out and 10 responses have been received.
- SGC members discussed how to encourage parents to volunteer
  - Reach out to local employers, promoting the use of service/educational/volunteer hours
  - Create a volunteer calendar to list opportunities/needs for volunteers
  - Virtual volunteering, e.g., remote mystery reader

### Grant Champion

Several staff are interested in helping the school to apply for small grants. Jenn Shaffer mentioned that newly elected SGC member Sarah Lee is familiar with grants. SGC approves that Jenn Shaffer will form a Grant Committee.

### **Family Engagement Night**

- SGC discussed the planned Family Engagement Night: no homework, encourage family activities (e.g., dinner out, games, movies, spirit night, park outings, library, etc.)
- Tentatively set for every Wednesday
- Kristina Clement will reach out to Autrey Mill MS and Johns Creek HS to encourage vertical alignment of the Family Engagement Night with MS and HS.

### **Principal's Update**

- Dolvin Foundation will take on the responsibility of setting up the teacher wellness room. The room will be renovated and furnished during the summer for use next fall.
- Currently working on staffing; will update the SGC during the next meeting.

### **SGC Council Surveys**

- Received the two surveys (SGC Self-assessment and Principal Feedback Survey) on 3/26/19; close date: 5/20/19.
- Dolvin SGC will aim for a 100% participation rate.

### **Next Meeting Agenda**

The following items were suggested for the next meeting (May 14, 2019):

- New member introduction
- SGC Self-assessment result
- SGC monitoring tool
- Principal's Update

### **Meeting Adjournment**

Motion to adjourn was made by Jenn Shaffer and seconded by Shelly Noles. Motion was unanimously approved. Meeting adjourned at 7:50 a.m.