

Abbotts Hill Elementary  
School Governance Council  
Meeting Minutes  
September 28, 2020

**SGC Members Present:** Roytunda Stabler (Principal), Barbara Simon, Mary-Kathryn McCullars, Alice Lan, Veronique Wauters, Dana Mantella, Shalon Ryan

## **Welcome**

Barbara Simon called the meeting to order at 3:24 pm. We will now begin our September 28, 2020 meeting of the School Governance Council of Abbotts Hill Elementary School. The council welcomes and encourages citizens to attend its meetings to become better acquainted with the programs of Abbotts Hill Elementary School and the role of the School Governance Council. This meeting is open to the public but is not a public meeting. Citizens are welcome to attend the meeting but must refrain from interruption or distracting the council proceedings. If there are any questions or information that you have for the Council, you may contact one of the Council members after this meeting or plan to speak at one of the meetings that reserves time for public comments. You can find the Council member contact information, meeting dates and agenda on the School Governance page of the Abbotts Hill Elementary School website.

Operational Guidelines and Permanent Norms for 2019-2020 schoolyear:

- Start on time, be prepared, and follow agenda
- Work for the good of all students
- Be actively and respectfully engaged in all meetings
- Respect ideas and opinions of all council members and participants
- Communicate to all in an open and transparent manner

## **I. Action Items**

### **a. Approval of Meeting Agenda for September 28, 2020**

Alice Lan motioned for the approval of the meeting agenda. The motion was seconded by Veronique Wauters. The agenda was unanimously approved at 3:26 pm

### **b. Approval of Meeting Minutes from August 24, 2020**

Alice Lan motioned for the approval of the meeting minutes. The motion was seconded by Veronique Wauters. The meeting minutes were unanimously approved at 3:27 p.m.

### **c. Finalize Standing Committee Positions**

Shalon Ryan was nominated to join Budget and Finance Committee. Veronique Wauters motioned to approve. The motion was seconded by Alice Lan. The committee unanimously approved the motion. We will discuss the chair of Outreach Committee in next meeting.

#### **d. Reflection August Empathy Exercise and Charter Funds Protocol**

The committee reviewed the outcome of our August empathy exercise and discussed how we can support the community to align with our strategic plan goal. The committee discussed the Charter Funds Protocol. (Impact as many students as we can, spend money for something repeatedly. Software, learning tools to help students learn better, add posters and signage in the bathroom to make our school more inviting and help students learn and grow. There was a question about software: will the software benefit majority of students? All children will benefit from the resources.

#### **d. Approval of Expenditure Flex Funds**

The committee discussed spending approximately \$10,000 for student positive reinforcement messaging and online resources for reading, math, social studies and science.

Alice Lan motioned for the approval of the expenditure of flex funds. The motion was seconded by Veronique Wauters. The expenditure of flex funds was unanimously approved at 3:44 p.m.

## **II. Discussion Items**

### **a. Norms:**

There was a discussion about new norms. Members were asked if we need to add any. It was agreed that we will keep the current norms for this school year.

### **b. SGC Website Review**

The SGC website is currently up to date. We will continue to update it as we go.

### **c. Revisit Council Survey**

We had 100% participation.

Three areas of strength that got 90% are: 1) Creating and monitoring a strategic vision (agenda and norms) 2) Govern effectively and collaboratively (regularly monitor schools progress) 3) Council support- Facilitator communication and assists the SGC.

Two areas of growth are: 1) Council members actively participate in meetings. 2) Council members are engaged in strategic decision making

The council discussed what we can do to show growth in this area. It was recommended that we continue to work on having better attendance at our meetings. Dr. Stabler recommended to invite committee members to attend leadership meetings.

### **d. Set Next Meeting Agenda**

Next meeting is scheduled on October 25 at 3pm. Information on agenda will be sent prior to the next meeting.

### **III. Informational Items**

#### **Principal's Update**

Dr. Stabler reappointed Barbara Simon to serve as a member to the SGC. Phase IV and V require some shuffling of students to achieve more efficient models. Some teachers may teach online only, some may teach remote only. This will depend on the numbers of the enrollment. Phase IV starts on October 5 and Phase V will start on October 14. Please be aware that students must wear a mask, not just a face covering. Each student in Grade 2-5 has a county issued device and distribution went smoothly. Thanks to the staff who helped. Teachers are doing a great job engaging students, learning and implementing the new teaching methods. Students are patient and learning. Parents and communities are supportive. All are appreciated.

#### **IV. Adjourn** -Meeting Adjourned at 4:03 pm.

Veronique Wauters motioned to adjourn the meeting and Alice Lan seconded the motion. The committee unanimously approved to adjourn the meeting at 4:03 pm.