



MINUTES

Esther Jackson Elementary School Governance Council

November 15, 2022 4:00pm | EJ Conference Room

SGC Website: [EJ SGC Website](#)

SGC Members

Ms. Nikol Boyd, Principal | Ms. Jill Vitagliano, Staff | Ms. Lisa MacMillan, Teacher | Mrs. Emilie Long, Teacher | Ms. Christine Thompson, Teacher |
Laura Kirby, Parent | Meghan Cherfoli, Parent | Zach Vaughan, Parent | James Holle, Community Member |

Time	Item	Owner
4:00 pm	Call to Order Jill Vitagliano called the meeting to order.	Ms. Vitagliano
4:02 pm	Action Item: Approve Agenda Jill Vitagliano asked for a motion to approve agenda. Christine Thompson motioned to approve. Emilie Long second the motion. All approved agenda.	Ms. Vitagliano
4:05 pm	Action Item: Approve October Meeting Minutes Jill Vitagliano asked for a motion to approve the October minutes. James Holle motioned to approve. Laura Kirby second the motion. All approved October minutes.	Ms. Vitagliano
4:08 pm	Go over Norms Jill Vitagliano reviewed norms.	Ms. Vitagliano
4:10 pm	Informational Item: Principal's Update Mr. Fleming started Monday, October 14, 2022 as our new Administrative Assistant. This week he will be acclimating to our school by visiting classrooms and specials areas getting to know staff and students. We are still short a para and second grade teacher. Ms. Poole will be attending a virtual job fair to try and secure a teacher for the second-grade position for the beginning of the second semester. Also, Maria Enriquez is no longer able to serve on the SGC due to personal reasons. We will need to appoint another community member. Ms. Rojas-Sanchez was mentioned, but we would need a translator for meetings. A. School Safety Estimate for speed bumps and delineators was received (look under response from Reams Enterprises for more information). Stop signs and alarms have been installed. Film for windows are beginning to be addressed. They will be coming out to every school to decide what is needed. It will be for select ground floor areas, front entrances, and/or large store front areas. B. Semester Action Plan Goals/Initiatives	Ms. Boyd

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	<p>Our Unit 2 assessment data is inline with other schools. The district was happy with the observations that were conducted in the classroom visits. We are on track with our semester action plan goals and initiatives.</p>	
	<p>C. Shade for the Playground</p>	
	<p>Meet with John and contractor for the playground shade. We are trying to match the look to what we have on our playground. We asked for a quote for the padding that is placed around the poles for safety concerns. The shade will consist of three triangular shades to cover the playground area. The quote is not complete yet. Our cost will not be discussed until the quote is complete and fundraising is addressed. Then we would find out our cost as a school.</p>	
4:50 pm	<p>Discussion Item: Discuss Response from Reams Enterprises</p> <p>Estimate for the 5 speed bumps and 40 delineators for 16,963.84. We are trying to see if we can get the cost down to 15,000; if not the school will pay the difference. We should have the final number tomorrow and Ms. Boyd will send it out to committee members. Steve has to sign off on the safety improvement, no vote will be need again because all the funds will be used.</p>	All Members
4:55 pm	<p>Action Item: Vote on safety funds usage</p>	All Members
5:10 pm	<p>Information Item: Outreach and Communication Committee Meeting Recap</p> <p>Brainstorming session for meet and greet for perspective parents. Ideas discussed in meeting were utilizing student council members, coffee and water in lobby for the beginning of the tour, coffee and donuts at the end of the tour in the media center for a Q & A, a diverse parent panel for the Q & A, Ms. Seoane available to talk about RAMP, discuss the after school programs, programs available at our school, and school events (DHH, ESOL, Pre-K, TAG, Speech, Science lab, Onsite therapy, Make and Take program, Chorus, Musicals, Student Council, Be the Voice, Soccer, Book Club, Morning announcements, Multicultural night, etc.), Ms. Boyd and Ms. Walker present for tour, Mr. Massie and Ms. Williams to explain their program (since teachers will be unavailable), PTA and EJ Foundation representative. Dilaila Berrios could create a school program brochure to send home in a swag bag consisting of EJ merchandise (magnet, notepad, pen, lanyard, and cookie by Rebekah Mitchell (Pretty Baked). Looking into the addresses for all students within our boundaries to mail out invitations. Also, posting to social media and posting fliers with QR code for advertising event.</p>	Ms. Emilie Long
5:20 pm	<p>Informational Item: Superintendent Advisory Councils Updates</p> <p>School calendar discussed the two options and the reasons why which works (no fall break but kids and staff get the three day of one week and preplanning starts July 31st), school field trips were discussed (one big trip</p>	Mrs. Kirby

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	per grade level as an option that the district will cover like the cultural kaleidoscope ones available this year).	
5:25 pm	Discussion Item: Draft Next Meeting Agenda December 13 th meeting date is good for now can discuss the December 7 th outreach committee meeting for meet and greet perspective parent tour and our two big projects: speed bumps and playground shade.	Ms. Vitagliano
5:30 pm	Action Item: Meeting Adjournment Jill Vitagliano motioned to end the meeting. James Holle motioned to end the meeting. Laura Kirby second motion. All approved.	Ms. Vitagliano

Meeting Norms

Be respectful of time | Be respectful of each other's perspectives | Use individual strengths to maximize our collective work | Assume good will |
 Let thoughts be completed before commenting, please do not interrupt others | Maintain confidentiality