

# School Governance Team

## Meeting Minutes

Omega Elementary School

150 College Ave

Omega, Ga 31775

229-387-2418

January 24, 2018

### **I. Call to order (Dr. Melton)**

Dr. Melton called to order the fifth meeting of the year for Omega School's SGT, beginning at 3:30 pm, January 24, 2018, at Omega Elementary School, Room 206.

### **II. Member Sign In**

Members in attendance included Mrs. Tammy Hornbuckle, Mrs. Peggy Hawkins, Mrs. Lauren Grimes, Mrs. Jessica Powell and Dr. Victoria Melton.

### **III. Opening Prayer ( Mrs. Powell )**

### **IV. Pledge of Allegiance**

### **V. Welcome Visitors (Dr. Melton)**

Dr. Melton introduced Mrs. Lacy Cargle, Media Specialist, as guest speaker. Mr. Jim Byers, AP was also in attendance.

### **VI. Approval of Agenda**

- a. Dr. Melton asked for input and approval of the agenda. Mrs. Hornbuckle made the motion to accept the agenda with the addition of Mrs. Cargle who will give an update on the purchase of microphones for the classrooms. Mrs. Grimes seconded the motion. All approved.

### **VII. Approval of minutes from last meeting**

- a. Mrs. Hawkins sent minutes from the previous meeting by email to the team so they could have a chance to review. Mrs. Powell motioned to accept the minutes as is and Mrs. Grimes seconded the motion. All approved.

### **VIII. Unfinished Business**

- a. Mrs. Cargle was given the floor to bring out information regarding the microphone and speaker system options for classrooms. She and Mrs. Hornbuckle worked with the existing sound boxes that are located in 13 classrooms to see if this would be an option. They found that most but not all of the systems were still working. It was suggested that these systems be added to our technology plan so that through the maintenance and technology departments these existing systems can be put back into use instead of purchasing all new systems. Then asking the technology department how to obtain more of these same systems for use in the rooms not equipped now. Mrs. Cargle also suggested asking Ms. Haithcock, to examine the systems and decide what will be the best way to implement the updates needed for SGT to make a proposal to Mr. Judy. She will be asked to present her findings during the March 21<sup>st</sup> meeting of the SGT.

Mrs. Cargle offered other suggestions on how to use this system that could work in some cases using Bluetooth mics or USB mics. A suggestion was made to buy 15 ft HDMI cables for mics as well as touch screen cables for teachers to allow them to set classrooms up in a way that would be conducive for them. These ideas will need to be discussed further with the technology department once the proposal is received.

Mrs. Hornbuckle asked if we could purchase one microphone now to use with the sound boxes that are operational while waiting on the results from the technology and maintenance departments. Mrs. Cargle suggested working with Mr. Hatton for this purchase since he has knowledge of microphones and sound systems. Dr. Melton said she would purchase one using the principal's account for this purpose and wait until a plan and budget is in place before the SGT votes on the final purchase.

It was brought to the team's attention that other schools in the county are looking to add sound systems to their classrooms. Dr. Melton said she would contact the principal at these schools to get input from them and maybe work together to get the best system for all. Further discussion was tabled until these next steps can be presented.

- b. The Accelerated Reader Program was not approved based on information from the technology department. The NewsELA program is the only program approved at this time. Dr. Melton asked that A/R be tabled until realignment.
- c. Mrs. Stone followed through with the trial run for the program Keyboarding Online. She obtained a quote from Ellsworth Publishing for a one year subscription for the program. Ms. Eileen Shepherd, the computer lab para, will implement the program with second, third, fourth, and fifth grade students during their weekly computer lab rotation. Since the team had previously approved the purchase, Mrs. Hawkins presented the Purchase Order and the quote for the team to review. The price for 205 students in grades 2<sup>nd</sup> through 5<sup>th</sup> will be \$449.00 for a one year subscription. The team asked Mrs. Hawkins to go ahead and submit the order.

#### **IX. New business**

- **Approval of Fundraisers:** Mrs. Hawkins presented to the team a request from 8<sup>th</sup> St. Middle School for permission to sell Relay for Life t-shirts through our school for the American Cancer Society fundraiser that 8<sup>th</sup> St. sponsors each year. Mrs. Powell motioned to allow this and Mrs. Hawkins seconded the motion. All approved. No other fundraisers were presented.
- **Mid-year Evaluations:** Dr. Melton stated that she and Mr. Byers have almost completed all mid-year evaluations of staff.
- **Extended Day:** Dr. Melton stated that everything is on schedule to begin sessions on January 30<sup>th</sup> for grades 2-5. She also stressed that the students are being selected from different levels of learning skills including high, middle and low.
- **GOSA recognition:** Dr. Melton announced our recognition by the Governor's Office of Student Achievement for receiving the 2017 Gold Award for Greatest Gains under Georgia's Single Statewide Accountability System. A banner was received and placed in the cafeteria. She also state that Omega Elementary School was presented with a certificate for being awarded as a PBIS Emerging School for 2016-17. The recognition is for our school's fidelity of implementation of the PBIS program.

#### **X. Discussion for topics/presenters for next meeting**

Mrs. Cargle and Ms. Haithcock will discuss and present an outline for the technology plan and options decided on by the technology dept. and follow up with other options discussed during this meeting.

#### **XI. Questions/Comments**

#### **XII. Adjournment**

Mrs. Powell made a motion to adjourn and Mrs. Grimes seconded the motion. All agreed.

**Minutes submitted by: Mrs. Peggy Hawkins, Secretary**

**Minutes approved by: Dr. Victoria Melton, Chairperson**