



School Council Meeting Agenda

*January 22, 2016, 8:00 a.m.,
Principal's Conference Room*

1. Call to Order
 - a. Meeting called to order at 8:04
 - b. Attendees
 - i. Paul Gillihan
 - ii. Tracy Efaw
 - iii. Melissa Barlow
 - iv. Gretchen Fuller
 - v. Michelle Pickard
 - vi. Tomeca Brown
 - vii. Steven Fuller
2. Pledge of Allegiance
3. Welcome Guests
 - a. No guests attended
4. Approval of Agenda
 - a. Motion to approve the agenda given by Mrs. Pickard
 - b. Motion was seconded by Mrs. Fuller
 - c. The agenda was approved unanimously
5. Approval of Minutes
 - a. Motion to approve the minutes given by Mr. Gillihan
 - b. Motion was seconded by Mrs. Pickard
 - c. The minutes were approved unanimously
6. Council Operations
 - a. Approve annual report
 - i. Motion to approve the annual report given by Mrs. Barlow
 - ii. Motion was seconded by Mrs. Pickard
 - iii. The annual report was approved unanimously
 - b. Approve School Strategic Plan
 - i. Motion to approve the school strategic plan given by Mr. Gillihan
 - ii. Motion was seconded by Mrs. Pickard
 - iii. The school strategic plan was approved unanimously
 - c. Council Training
 - i. Everyone acknowledged watching the training video
 - d. Bylaws
 - i. Need to make the bylaws more Griffin specific
 - ii. Communications are the same. We can use the website to post things related to school council

1. Create a link for webpage. Mrs. Efaw will manage this task
 2. Mrs. Pickard to compile information
- e. Communications
- i. Communications are the same. We can use the website to post things related to school council
 1. Create a link for webpage. Mrs. Efaw will manage this task
 2. Mrs. Pickard to compile information
- f. Elections
- i. Need to make elections more formalized
 - ii. Motion to establish elections at the end of the year (end of April/First of May)
 - iii. Paul seconded this motion to hold elections at the end of the year. That way we can hit the ground running at the beginning of the year.
 - iv. First Thursday in May (May 5) should be election day.
 - v. Aligns with PTSA and Foundation.
 - vi. Kick off announcements in April
- g. Set School Council Meeting Dates
- i. Feb 4th (Super Council will meet this day at 2 PM)
 - ii. March 3rd
 - iii. April 1st
 - iv. May 5th

7. Principal's report

- a. Student achievement & performance metrics
 - i. Nothing new to report
- b. Budget
 - i. Budget: We met with Title I this week. We have been busy putting in rationales for spending.
 1. 4 computers for Read 180.
 2. Paper
 3. Postage
 4. Getting ready to order CHS's learning commons open (touch computer screen as part of learning commons.
 5. We have \$30K more to spend.
 6. Title I money is supposed to be spent within the school year that it's awarded.
 7. Feb 4th Rising 6th grade night—may make a presentation for School Council at this meeting. Will start at 7pm; tours for parents
 8. Discussed multiple sources of funds that are available and what the funds are used for or could be used for
 - a. Mrs. Fuller volunteered to produce a budget summarizing all sources by funding type and category in order to simplify the budget process and allocation of resources across all categories
- c. Capacity/Facility
 - i. Capacity: we spoke with Daryl York re: capacity. Instructional Unit is any room which can be used for instructional purposes. We have 71 units here at GMS. They plug this into a state-developed formula, and that means we are at capacity....even though we have 7 rooms which are empty. We are "at capacity."
 - ii. They are anticipating our numbers to increase in 6th grade. Right now there are 500+ students. Take out special ed students, Smyrna Charter school...we anticipate about 460 6th graders. This year we have three full pods of 6th grade and a half pod. Next year, we will have 4 full pods next year for 6th grade.
 1. 8th grade will have to expand because there are more 7th graders now than 8th graders.

Griffin Middle School

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- 2. 7th will stay about the same.
- iii. Building: SPLOST came to give us information on renovation; sample boards. SPLOST 5 people will be coming in. Summer camp will still happen. (tentative site here...if not, we will go to King Springs.)
 - 1. Building supposed to be done by July 15.
 - 2. Both gyms will get renovated.
- iv. Our capacity is 1042 students; 1243 and 5 empty classrooms (actual) It would be interesting to see how the state comes up with these numbers
- d. Faculty/Allotments
 - i. We get allotments on March 9th. There is a formula for allotments now. Last year we earned an extra 1.5 teacher allotments, but we have “phase-ins” that we have to “pay” for. Middle schools will get an extra allotment for ESOL.
 - ii. Contracts go out in February. This is a more binding commitment.
 - iii. Intent forms were sent out. These are not binding; just a way for county to get an idea of what we are looking for. 3 resigned, 3 retired, 2 asking for transfer.
 - iv. Discussed Substitute Job Fair. Talked to a number of people. Good turnout.
- e. CCSD
 - i. Nothing to report
- f. Upcoming events and activities
 - i. Nothing to report
- g. Other
 - i. Town Hall meetings have been going well.
 - 1. Discussed ideas for scheduling for next year. Modules of time vs periods with built in flexibility; Sixth grade on quarters; 7th and 8th grade on semesters. Discussion with school leadership will reveal what more we want to do.

8. Standing Business

- a. CHS super Council update
 - i. Michelle—met with CMS School Council chairs and principal and also CHS. Intent was to vertically support each other. Support what HS has in place. Increase communication between all entities. Integrated approach; how can we work together?
 - 1. State of the school
 - 2. What councils were doing
 - 3. 3 major action items
 - a. Capacity (greater Smyrna Area—growth, common wish list/agenda; working together)—GMS taking the lead on this.
 - b. CMS taking lead on Communication plan; contacts, legislature; what do we want, how to we get it? External influence and advocacy. Schmooze real estate information.
 - c. CHS working on doing a better job of marketing other great things going on at CHS. They have a firm that will work with then to do pro bono work. Marketing area.
- b. STEAM Certification
- c. IB Evaluation
- d. Parent involvement

9. New business

- a. Collaboration with PTSA and Foundation
 - i. work with Foundation and PTSA to be a part

- b. Support of School Strategic Plan
- c. Parent/ Faculty Survey
 - i. Council fielded a survey; complete needs assessment to help gather interest in what's most important. Title Survey is already here and already written.
 - 1. Coming up with next year's plan; then 5 year, then 8 year plan.
 - 2. Rob Stanek said to parents to look around. If everyone would get involved at GMS, just think about how much better it would be.
 - ii. Very specific and actionable. Things like extra-curriculars and clubs. Events—Stem Night? Winter Fest? What is most important? Top interests? Technology?
 - iii. Tweak to Griffin. This would be great if we could get results and post at the Stakeholders Planning Meeting in June.
 - iv. Survey scheduled before March 9th. SSP will be due at the end of May. So we need to start working now

10. Next meeting

- a. Feb 4th at 8:00 AM

11. Adjournment

- a. Meeting adjourned at 10:00 AM