

## SUNSET LOCAL SCHOOL GOVERNANCE TEAM

August 25, 2016 | 12:00

### **AGENDA**

- I. Call to Order** – Josh Purvis, Principal  
Meeting called to order at 12:15pm after lunch was consumed.
- II. Invocation**  
Mr. Dekle led the prayer
- III. Items from the Audience** (*Note: Sign-in sheet needed.*)  
None
- IV. Present proposed agenda for Board approval**
- V. Consent agenda:**
  - A. First meeting of school year  
Motion: S. Hall, 2<sup>nd</sup>: A. Adams, all stated “AYE” approving the agenda
- VI. Election of Officials**  
Chair: J. Crawford, Motion: S. Hall, 2<sup>nd</sup>: Rowley, All stated “Aye” approving the chair.  
Co-chair: R. Dekle, Motion: A. Adams, 2<sup>nd</sup>: B. Norman, All stated “Aye” approving the co-chair.  
Secretary: C. Rowley, Motion: R. Dekle, 2<sup>nd</sup>: S. Hall, All stated “Aye” approving the secretary.
- VII. Information items from the Principal:**
  - A. *Personnel* – Discussed the addition of certified instructional supports. Sunset is 1 of 5 schools in the county with an Academic coach. Sunset has two interventionist teachers who will pull students that struggle with content. A certified teacher has been hired for the math lab to pull small groups. Lori Tyson, a SPED para, was hired the week of the meeting. By popular vote, this year’s teacher of the year is C. Rowley.
  - B. *Financial/Resource Allocation* – Sunset is still a focus school pending the release of last year’s CCRPI score. The \$120,000 in focus school funds will not be allocated in the future when we come off of the list. Sunset is a Title I School. Title funds are used to pay for personnel per district guidance. Istation, a literacy program, was purchased using grant funds. Students can log into Istation at home if they go through Colquitt County’s site to download the app. Students log in using their lunch number.
  - C. *Curriculum/Instruction* – Sunset will have an intervention block every day from 7:45am – 8:15am. Small groups of students will receive support from staff members. The group size will be approximately 6 students per group. This intervention will start the first week in September. Data meetings were held Aug. 26<sup>th</sup> to begin the process of determining these groups.
  - D. *Achievement of School Improvement Goals* – These goals have been written. Sunset administration will begin monitoring them as more data becomes available.
  - E. *School Operations* – At the date of this meeting 1 fire drill had been conducted with a second schedule on the afternoon of the meeting. The safety plan has been re-written. Sunset administration is working to constantly improve the logistics around student movement to improve school safety.
  - F. *Sunset Cards* – The PTO is working on getting businesses confirmed on the cards. There will be a kick-off on Sept. 6<sup>th</sup>. Sales have decreased steadily for the past 3 years. These funds are important as the PTO uses the funds to support the teachers and instruction. The PTO gives \$200 each year to teachers for supplies. A tiered reward system has been developed. Sunset’s administration will work to improve communication with parents to mitigate a further decrease in sales. R. Dekle suggested using Remind 101 and emails to keep parents informed.

G. *Parent Teacher Literacy Night* – This event will take place on Sept. 1<sup>st</sup> at 6pm. It will begin with a PTO meeting followed by a Title I meeting. A mandatory Pre-k parent meeting will also take place this night. The book fair will be up and running in the media center the evening of Sept. 1<sup>st</sup>. Parents will discuss benchmark 1 data with their child’s teacher.

**VIII. Items from the Local School Governance Team** – Oct. 4<sup>th</sup> is Fall Festival

**IX. Executive Session - *If needed (The Executive Session affidavit is required to document the reason.)***

Not required.

**X. Adjourn**

1:00pm

***DATES TO REMEMBER:***

August 29-September 2 – Book Fair  
September 1 – Parent Teacher Literacy Night  
September 6-20 – Sunset Card Fundraiser  
September 15 – LSGT Meeting  
November 3 – LSGT Meeting  
February 1 – LSGT Meeting  
March 2 – LSGT Meeting  
April 13 – LSGT Meeting

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***Sign In Sheet***

Name	Position	Signature
Amanda Adams	Parent Rep	
Beth Norman	Parent Rep	
Carrie Rowley	Teacher Rep	
Shannon Hall	Teacher Rep	
Jessica Crawford	Certified Staff	
Ricky Wood	Business Rep	
Ross Dekle	Community Rep	
Josh Purvis	Principal	