



Dr. MARTIN LUTHER KING, Jr.  
EARLY COLLEGE

**SGB Agenda**  
**August 20, 2019**

**I. Call to Order - Jacobs at 3:05**

**Members in attendance:** Rachel Jacobs, Heather Williams, Beth Gish, Lindsey Kartchner, Camille Galaviz, Nick Graves, Erin Harris, Heather Morris, Brian Cochran, Kimberly Grayson, Jayme Ludwick, Lori Presley, Danna Martinez, CJ Smith, jody Wickers, Ty Hall

**Members absent:** Sidney Hiatt

**Non-voting staff present-** Angela Arvola, Jim Trainer, Rachael Sutherland, Tiffany Gordon, Sussana Clark

**II. Introductions if necessary - Jacobs**

**None needed**

**III. Create Social Contract - Smith**

**Created new document for SGB to sign and will be uploaded to SGB folder**

**IV. Reports - Jacobs**

**V. Public Comment - Jacobs**

- Staff and Student Agenda Suggestion Form [HERE](#)
- Staff and Student Comment Form [HERE](#)

**VI. Old Business**

n/a

**VII. New Business**

1. SGB Norms: Attendance, pay, role, constituency (Jacobs 10 min)
  - a. You need to be here. 2 Missed meetings result in stipend being docked
  - b. What is your role and how do you support your constituents
    - i. Encourage to read minutes
    - ii. Share important information



Dr. MARTIN LUTHER KING, Jr.  
EARLY COLLEGE

- iii. Talk on special needs for our departments
  - iv. Get department input for specific topics
  - v. Use agenda sheet or email Jacobs to add to the agenda
2. Furniture (Grayson 5 mins)
    - a. Has been ordered, waiting for delivery
    - b. New hires and downsizing of math fellows resulted in shortage
    - c. Will still need to be assembled
    - d. Next week in classrooms
    - e. Teacher desks and science tables still need to be ordered
    - f. If you need a teacher desk email Zafer to see if there are any left.
    - g. Spent approx. \$20,000
  3. Grayson Message (Grayson 10 min)
    - a. Grayson will be out 1 day a week to help Dr. Charles in the network (Wednesdays)
    - b. SGB help put together a succession plan/resource guide
  4. Yondr Pouch Update (Grayson 10 min)
    - a. Constituents were not all made aware of Yondr pouches and process
    - b. 1,215 students= \$14,364 Cost per student is \$11
    - c. Received \$10,000 donation today towards Yondr purchase
    - d. Need to talk with whole staff at next faculty meeting
    - e. Someone/team put together protocol of how they will be used- email Jacobs if interested
    - f. Jacobs has contacted school that uses Yondr for input
  5. Group Picture (Jacobs 5 min)
    - a. WE TOOK A PIC!!!
  6. All things 1st period: Tardies, announcements (Cochran 15 min)
    - a. Announcements signaling end of 1st period to advisory section not happening- This can make it hard to remember to transfer focus.
    - b. Perhaps add a short bell to signal switch to advisory
    - c. How are we consistently addressing tardies especially during 1st and after lunch.
    - d. Period 7 is automatic detention if late from lunch (HS)
  7. Enrollment numbers (Grayson 10 min) VERIFIED/PROJECTED
    - a. 6th- 113/122
    - b. 7th- 153/146
    - c. 8th-154/151
    - d. 9th- 284/245
    - e. 10th- 192/215
    - f. 11th- 166/174
    - g. 12th- 128/187
    - h. TOTAL- 1,190/1,240
    - i. Will accept students at any level regardless of projected numbers
    - j. Waitlist students 6-10th grade, miriam will contact to enroll
    - k. Count day is September 17th- ALL KIDS NEED TO BE HERE WITH SCHEDULE
    - l. Every teacher needs an assignment with NAME and DATE- AND KEEP it between now and September 17th to provide proof of student attendance.
    - m. Create schedule for 13-14 students
  8. MS Grading (Trainer 10 min)
    - a. A,B,C,I grading scheme. Any score below a C- each quarter (4th excluded) be given and I
    - b. This can allow students to make up work
    - c. How does it mesh with the MS retention system



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EARLY COLLEGE

- d. Another step to fix grades at 9 week mark

**VIII. Announcements/Celebrations** - All (2 minutes)

- Mental health team meeting with district. All team leads will get email about times to receive SOS training. This will need to be completed before September.
- September 19th= Health, social, and emotional wellness fair for families
- Highest priority stipend will go away if students do not complete the Free/Reduced lunch forms. Jose/Cafeteria working to run reports (½ MS complete, 300 HS) Needs to be done by September 17th
- Passes..... Students will sign out on the clipboard and set timer for 3 minutes. Each teacher should have an item (lanyard, etc.) that has the TEACHER NAME ON IT so that we know where they have come from. Only 6th and 7th grade teachers have received clipboards so far, they will be delivered as they get here.

**IX. Minutes Approval** - Williams (3 minutes)

-Minutes passed

\*Minutes Approval Roles: Spell-checker/Grammar, Votes passed, accuracy of language (might, consider, will), Dates checked

**X. Adjournment- 4:34**

Next meeting date: September XX, 2019

\*\*\*Times are a rough estimate. \*\*\*

*In the Spirit of Dr. Martin Luther King, Jr. our early college community offers rigorous and meaningful education while empowering our students to become agents of change in our community and global society.*