**Feldwood Elementary School Governance Council**



**September 12, 2022**

* Meeting was called to order at 3:17 p.m. by Ms. Foster
* Meeting Norms were established as followed:

**NORMS**

**Silence phones**

**Be respectful of others’ opinions**

**Work for the good of all students**

* **Action Item:** *Approval of September’s agenda:* Motion was made by Dr. Kengwa to approve September’s agenda and was seconded by Mr. Stamps.
* **Action Item:** *Approval of May’s meeting minutes:* Copy of May’s meeting minutes could not be provided, so committee chose to table this action
* **Discussion Item:** *Member Introductions*:
  + Gina Foster, School Governance Analyst
  + Takoya Frazier, Parent
  + Jamnique Kengwa, Administrative Assistant
  + Andrea Troutman, School Counselor
  + Aliza Dennis, Assistant Principal
  + Shantara Crooks, Principal
  + Keith Stamps, SEC Department Chair
* **Action Item:** *Elect New Officers: (Chair, Vice Chair, Parliamentarian)* Ms. Crooks motioned for Ms. Frazier to become the Chair and it was seconded by Dr. Kengwa. Ms. Frazier accepted the nomination.
  + Chair—Ms. Takoya Frazier
  + Vice Chair—Action Item for October’s meeting
  + Parliamentarian—Action Item for October’s meeting
* **Action Item:** *Staff Standing Committee:*
  + Budget & Finance: Ms. Crooks, Ms. Dennis, Mr. Stamps
  + Outreach & Communication: Mr. Stamps, Dr. Kengwa, Ms. Troutman
  + Principal Selection: Ms. Frazier, Mr. Stamps, Ms. Troutman, Dr. Kengwa
* **Discussion Item:** *Nominate Representative for Superintendent’s Parent/Community Advisory Council*
  + Ms. Frazier volunteered to be the Representative for the Superintendent’s Parent/Community Advisory Council
* **Discussion Item:** *Determine Meeting Schedule*
  + Wednesdays at 7:00am (once a month)
  + No meeting in December or April
* **Informational Item:** *Principal’s Update*
  + **Staffing Changes:** There is a teacher shortage at Feldwood, but Ms. Crooks made opportunities to train to retain staff. There is currently a 2nd grade vacancy and potentially a 4th grade. A 4th grade teacher on staff will move to become Feldwood’s Media Specialist once the 4th grade position is filled.
  + **District Policy/School Practices:** There is a ZERO tolerance for cell phone usage at school. Students can have them in their bookbags on silent. Cell phones should not be seen or heard. Administration/teachers will confiscate cell phones for parents to retrieve.
  + **Calendar of Upcoming Events:** 
    - September—International Dot Day
    - October—STEM Night, MAPP Assessment, Character Dress Day, Red Ribbon Week
    - November—Thanksgiving luncheon
    - December—Parent Data Talk Night
* **Discussion Item:** *Draft next meeting agenda:*
  + Call to Order
  + Review Meeting Norms
  + Approve Agenda
  + Action Items
  + Approve May meeting minutes
  + Vote for Vice Chair & Parliamentarian
  + Complete Standing Committee
  + Discussion Items
  + Bring proposals for Charter funds
  + Set agenda for next meeting
  + Questions and Answers
  + Announcement & Adjournment
* Action Item: Meeting Adjournment—Dr. Kenga motioned to adjourn the meeting at 3:48 p.m. and Ms. Dennis seconded.
* Meeting adjourned at 3:48 p.m.