**Medlock Bridge School Governance Council**

**Meeting Minutes – September 17, 2019**

**7:13 a.m. – 8:14**

**Medlock Bridge Elementary School**

**Room 131**

**Call to Order:**

Mr. Stahl called the meeting to order at 7:13 a.m.

In attendance were:

* Matthew Vance, Principal
* David Stahl, Parent / Guardian, Chair
* Virginia Patel, Parent / Guardian
* Megan Lawrence, Elected Teacher, Vice Chair
* Shannan Jones, Elected Teacher
* Andrea Yenrick, Appointed Staff
* Megan Bradley, Public Guest
* Laura Ward, Public Guest

**Action Item: Approve Agenda (7:15)**

**Ms. Yenrick moved to approve the agenda with amendments to move action items up to earlier in the meeting. Ms. Patel seconded the motion.** The motion passed by unanimous vote.

**Discussion Item: Review Meeting Norms (7:18)**

Mr. Stahl read aloud the SGC Meeting Norms.

**Action Item: Approve August Meeting Minutes (7:24)**

**After the council reviewed the minutes, Ms. Patel moved to approve them with amendments. Ms. Jones seconded the motion.** The motion passed by unanimous vote.

**Public Comment / Virtual Comment Box Summary (7:25)**

**Mr. Vance stated that there are no comments other than one person who put their name and email address with no comment. Laura Ward mentioned that she is here to see where connections can be made between SGC and PTO. Megan Bradley mentioned that Runapalooza kickoff is this week.**

**Action Item: Staff Standing Committees (Principal Selection, Superintendent SGC) (7:29)**

**Ms. Lawrence, Ms. Patel, Ms. Jones, and Mr. Stahl all would like to be on the Principal Selection committee.**

**Action Item: Possible RFFs (7:31)**

**Mr. Vance reviewed our previous RFF of expanding class size in specials. This year, our school will receive itinerant teachers to meet the needs of our class sizes. Michael Morris comes on Fridays to help in PE. Mr. Vance suggested that we take the funds from the itinerant teacher and assistant positions after collapsing the positions to provide additional support for the STEM lab. The amount of money that will be available for STEM funds will continue to dwindle with other schools in the area pulling from the same funds. This RFF would help to offset the cost of funding the STEM teacher position.**

**After discussion and questions, Ms. Lawrence moved to approve the RFF as written. Ms. Patel seconded. The motion passed by unanimous vote.**

**Discussion Item: Principal’s Update (7:44)**

**Mr. Vance shared that we have staffed two new positions. Kenzie Bentz is a new part-time ESOL teacher from Dolving. Gokhale is a new paraprofessional with Ms. Martin in first grade. Emily Jones will be a new paraprofessional on September 25th in Ms. Castel’s class (AU 3-5). Sheila Dimeo is no longer on staff. We are still seeking to fill a 5th grade position.**

**Mr. Vance explained that we have had a lot of diagnostic testing at the beginning of this school year, which is difficult for teachers. These are mandatory tests, but Mr. Vance is passing on feedback about the large amount of testing to the appropriate members of the NELC leadership team.**

**Mr. Vance presented the opportunity to staff the Superintendent’s Council for SGC. He opened the floor for nominations. There were no nominations currently. Mr. Vance will talk with more community members about finding nominations.**

**Mr. Vance shared that we had an illustrator come to visit our school. Connections are starting. Ms. Bradley asked for additional information going out to parents about Connections. Mr. Vance explained the three parts of Genius Hour, which is RTI, Power Hour, and Connections. Connections are considered an enrichment opportunity for students outside of RTI and Power Hour. There is regular consideration every 6 weeks of where students best fit in Genius Hour. Ms. Ward also mentioned that information concerning Genius Hour would be helpful to come home.**

**Ms. Jones mentioned that emails sent through Infinite Campus are difficult for parents to find and understand which teacher sent the email (when there is more than one child at the school or in the county). It is helpful for teachers to have a standard subject line that indicates the teacher’s name and the information covered in the email.**

**Mr. Vance reminded us that there is a Parent Coffee tomorrow morning about Reading and Writing Workshop. There will also be more information provided about ClassLink.**

**Committees Update (7:58)**

1. **Outreach (Virginia Patel, Megan Lawrence, Randi King, Jordan Smith)**
   1. **There are no updates at this time. Ms. Patel will set up a meeting soon.**
2. **Finance (Kat Fowler Shannan Jones, Andrea Yenrick, David Stahl)**
   1. **There are no updates at this time.**

**Meeting Reports (7:59)**

1. **New Member Training**
   1. **Mr. Stahl will ask Ms. King if she would like to send an update via email or discuss at the next meeting, as she was not able to attend today.**
2. **Northview Cluster SGC Meeting**
   1. **Mr. Vance shared about the Northview Cluster SGC Meeting. Each SGC shared information about how they are working on their Strategic Plans. Other schools in the area are doing “No Homework Nights.” Our PTO is also asking for the “No Homework Night.” Mr. Vance mentioned for younger grades this is simple because homework is sent in a calendar format. For upper grades, it is more difficult due to assessments being shifted to accommodate the weekly TAG day for some students. Mr. Vance will be sending more information about “No Homework Night.” Mr. Vance will send out minutes from this meeting. We will also need to help staff the Northview Cluster Council. Mr. Vance will send an email concerning staffing the council.**

**Discussion Item: Set Next Meeting Agenda**

**Mr. Stahl reminded members that our next meeting is on October 22nd at 6 pm in room 131 at Medlock Bridge.**

**Mr. Vance referenced Ms. Erin King’s sample agenda for next month. Ms. King, Mr. Vance, and Ms. Jones will be attending the SGC conference this coming weekend. This is a suggested agenda item to discuss next month. We can also add a Strategic Plan Update. We may discuss school partnerships. We also would like to staff our vacant community member position if possible. Committee updates will become a standard agenda item. We will debrief from Runapalooza and how the money raised will be used for the school. Mr. Vance will debrief the council on our upcoming safety assessment. We will review calendar dates and times to determine that we are aligning with SGC rules.**

**Meeting Adjournment (8:14)**

**Ms. Jones moved to adjourn our meeting. Ms. Yenrick seconded. The motion passed by unanimous vote.**