**Medlock Bridge School Governance Council**

**Meeting Minutes – February 12, 2019**

**7:06 a.m. – 8:47 a.m.**

**Medlock Bridge Elementary School**

**Room 401**

**Call to Order:**

Ms. Nannini called the meeting to order at 7:06 a.m.

In attendance were:

* Matthew Vance, Principal
* David Stahl, Parent / Guardian
* Louann Nannini
* Marsha Foster, Elected Teacher
* Megan Lawrence, Elected Teacher
* Andrea Yenrick, Appointed Staff
* Katherine Fowler, Appointed Staff
* Virginia Patel, Parent / Guardian
* Randi King, Community Member
* Jordan Smith, Community Member
* Megan Bradley, Member of the Public
* Paula Bel, MBES Staff

**Discussion Item: Review Meeting Norms (7:08)**

Ms. Nannini read aloud the SGC Meeting Norms.

**Action Item: Approve Meeting Norms (7:09)**

Ms. Lawrence moved to approve the new meeting norms including the language stating meetings are open for public comment. Ms. Fowler seconded. The motion passed by unanimous vote.

**Action Item: Approve Agenda (7:13)**

**Mr. Smith moved to approve the agenda with the following edits:**

* **Add “approve agenda” after the Review of Meeting Norms**
* **Cut the action item for approving RFF P.D. Days**

**Ms. Fowler seconded.** The motion passed by unanimous vote.

**Ms. Fowler moved to move the Community Champions update to after approval of the January meeting minutes. Mr. Smith seconded.** The motion passed by unanimous vote.

**Action Item: Approve January Meeting Minutes (7:16)**

**After the council reviewed the January Minutes Ms. King moved to approve them as written. Ms. Fowler seconded the motion.** The motion passed by unanimous vote.

**Discussion Item: “Community Champions” Initiative Update (7:17)**

Ms. Nannini gave the update. The event currently has up to 14 vendors committed. Ms. Nannini will send regular status reports to the SGC. Date is set for April 30. Teachers have been alerted. It will start at 8:30am with 45 minutes for the first session. This includes a Vendor in each Classroom doing an introduction followed by a hands-on portion. Vendor will then describe “how to follow this career path” to end the session.

Each child will be allowed to rank their preferred vendors ahead of time to help match the kids to a classroom & vendor. Each child will have two sessions with everything completed by 10:30.

Ms. King will follow-on after the event to get comments from parents, teachers and students to provide feedback and help decide if the event should be repeated.

The vendors include: Great Harvest, Egg Harbor, Edible Arrangements, Horses, Veterinarian, stretching, agility, nutrition & smoothies, drones (how they’re used to manage traffic for the city), face painter to teach students to draw a Mustang, Building Character (after school program teaching acting & improvisation), starting a business, and an in-development video game art & design session.

On Feb 27th from noon to 1pm will be a luncheon with teachers & vendors for a meet & greet. Ms. Nannini will be identifying what each vendor can provide & how many students they can handle.

Mr. Smith mentioned that a community member runs a running club who could help. He also knows someone who’s company sponsors the high school robotics club. Ms. Nannini suggested we reach out to them and see if they’re interested.

Ms. Fowler pointed out that this event would be during the 4th and 5th grade Specials time and would the Specials teachers be expected to help? Ms. Nannini stated that it’s a possibility. It would be great if there was something going on during the event to keep the excitement up and the teachers could help with that.

Parents will be notified closer to the event with full details about this event.

As there are only two SGC meetings before this event, more work will be done in the C&O committee meetings.

**Public Comment / Virtual Comment Box Summary (7:34)**

**Megan Bradley was in attendance. She gave a recap of her comments at the 1st Grade Performance where she challenged attendees to do “One Thing” for the school this year.**

**Mr. Vance stated that the school has recently opened a “Virtual Comment Box”. Thus far we have received no comments.**

**Ms. Lawrence suggested that teachers send information about the comment box out in weekly updates, tweets, etc… to get the word out.**

**Ms. King has prepared a document describing the SGC and the PTO intended to help parents and community members understand each organization and identify which group to approach with various concerns. The SGC and the Outreach committee will review this before it is more widely distributed.**

**Discussion Item: Strategic Plan Progress Tracker (7:43)**

Mr. Vance presented the Strategic Plan Tracker. The last meeting had a lot of discussion around tracking & evaluating the “Teacher Evaluation”. Mr. Vance proposed simplifying this as “% of teachers that have been at Medlock for 5 or more years”.

Mr. Vance also proposed modifying the relationships & partnerships as “Number of Options” or civic partners. Ms. King suggested that we look to identify ways that are non-volunteering-specific but would fall under the “Family Partnerships”, specifically things that let parents & children work together academically for parents that want to be involved that way.

Ms. King’s proposal was well received and the council decided it would be revisited in the next school year.

**Action Item: Approve Posting of Strategic Plan Progress (8:03)**

**Ms. Lawrence moved to approve the posting of the Plan Progress document with the latest edits. Ms. Fowler seconded the motion.** The motion passed unanimously.

**Discussion Item: RFF For Class Size in Physical Education (8:04)**

**Mr. Vance told the council that our school had an unexpected 20% of a PE Teacher’s Position approved. Currently, MBES believes the PE classes are well run and have no issues based on class size.**

**Mr. Vance proposed that we make an RFF request to grow the PE class size and NOT hire the additional PE teacher. The extra funds would be used to fund the STEM specials. Those specials were funded with a grant from last year that has been reduced in value since last year.**

**Mr. Smith asked if the school had consulted the PE Teacher to get his opinion. Mr. Vance confirmed that he had and that the teacher was in favor of the proposal and would prefer to grow the class size over hiring additional staff.**

**Ms. King asked what happens if we approved this RFF and then suddenly the student body grew and we were suddenly at the limit. Mr. Vance stated that we still have scheduling at our disposal as a tool to balance in the short term until the school re-evaluates its position and then would make any further choices at that time.**

**Action Item: Approve Posting of RFF for Class Size in Physical Education (8:13)**

**Ms. Fowler motioned to approve posting the RFF for Class Size in Physical Education. Ms. Lawrence seconded the motion. The motion passed unanimously.**

**This document will be posted in a public place for 30 days, there will then be a public comment meeting and then it will be put to a vote in the SGC.**

**Discussion Item: Flexible Funding (8:15)**

**Mr. Vance stated we have received $70,000 due to our status as an A school. Mr. Vance proposed that we use this money to pay for a STEM teacher.**

**Ms. Lawrence & Ms. Foster stated that students and teachers love having the STEM program.**

**Action Item: Approve Flexible Funding (8:18)**

**Mr. Smith moved to approve the use of the RFF funds to pay for a STEM teacher position. Ms. Yenrick seconded. The motion passed unanimously.**

**Discussion Item: Budget Proposal (8:20)**

**Mr. Vance stated that we are seeing budget cutbacks recently. In the last few years Fulton County schools receive $179 per student and this number is expected to decrease next year. Next year the board is considering a reduction of approximately 15% to our overall funds for the school.**

**Mr. Vance presented the proposed Non Personnel budget for the 2019-2020 school year. Any line item that could be reduced has been.**

**Ms. King pointed out that the PTO has been working with teachers to help offset a loss in funds and that teachers could work through the PTO to get help.**

**Action Item: Approve Budget (8:39)**

**Ms. King moved to approve the budget. Ms. Patel seconded the motion. The motion passed** unanimously**.**

**Discussion Item: RFF For Professional Development Days (8:40)**

**Mr. Vance stated that we do not need to ask for any additional Development Days beyond the two that we already have. RFF days are October 10th, 2019 and February 14th, 2020.**

**Ms. Foster asked if we were considering an additional RFF day as we currently don’t use that many and have taken on other initiatives.**

**Ms. Lawrence pointed out that we have several planning days. Mr. Vance stated that we have missed the deadline but could consider applying late.**

**Discussion Item: Set Next Meeting Agenda (8:44)**

**Ms. Foster proposed that we review the SGC candidates that will have declared by then.**

**Ms. Fowler suggested a review of the Community Champions luncheon.**

**Ms. Lawrence reminded us that we will be voting on the PE RFF at that meeting and that we should keep the Virtual Comment Box review.**

**Ms. King suggested we review the 2019-2020 initiatives for our strategic plan.**

**Adjournment (8:47)**

**Ms. King moved to adjourn the meeting. Ms. Yenrick seconded the motion.** The motion passed unanimously, and the meeting adjourned at 8:47 am.