**Medlock Bridge School Governance Council**

**Meeting Minutes – March 12, 2019**

**7:07 a.m. – 8:30 a.m.**

**Medlock Bridge Elementary School**

**Room 401**

**Call to Order:**

Ms. Nannini called the meeting to order at 7:07 a.m.

In attendance were:

* Matthew Vance, Principal
* David Stahl, Parent / Guardian
* Louann Nannini, Community Member
* Marsha Foster, Elected Teacher
* Andrea Yenrick, Appointed Staff
* Katherine Fowler, Appointed Staff
* Virginia Patel, Parent / Guardian
* Randi King, Parent / Guardian
* Kelly Webb, SGC candidate
* Shannon Jones, SGC Teacher Candidate
* Erin King, North East LC Facilitator

**Discussion Item: Review Meeting Norms (7:07)**

Ms. Nannini read aloud the SGC Meeting Norms.

**Action Item: Approve Meeting Agenda (7:14)**

Ms. Foster moved to approve the Agenda. Ms. Patel seconded. The motion passed by unanimous vote.

**Action Item: Approve February Meeting Minutes (7:15)**

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

**Public Comment / Virtual Comment Box Summary (7:16)**

Mr. Vance welcomed some members of the public to our council meeting. He introduced Shannon Jones (1st Grade Teacher) who is a teacher SGC candidate. As a teacher of over 20 years she’s excited about the opportunity to contribute and be a part of the SGC.

Mr. Vance mentioned that Ms. Phillips (the other teacher candidate) could not be here today.

Mr. Vance then introduced Kelley Webb. Parent of a student at MBES and a candidate for the SGC.

Mr. Vance introduced David Stahl as another parent candidate for the SGC.

Ms. Nannini introduced Ms. Erin King. She’s the facility for the North East region. She reminded us that elections close on Monday (the 18th).

Mr. Vance asked if anyone here was present to publicly comment on the RFF for PE Staffing. There was no one.

Mr. Vance stated that our Virtual Public Comment Box is still operational. There are no new comments to review. There was discussion about the possibility of removing required Names from the comment box. The council feels that you need to have a name to comply with the Open Records Act but perhaps some language around who this will be shared with or how it will be used could be added to the text.

Ms. Randi King will draft a proposed edit of the text at the top of the Virtual Comment Box and circulate it within the council.

**Discussion Item: Strategic Plan Progress Tracker (7:32)**

Mr. Vance walked through the Strategic Plan 2022 Monitoring Tool. He stressed that our strategic goals will depend on us involving our teachers and letting them contribute.

Our two community & outreach committee goals were: increase families involved; increased active community partnerships.

Mr. Vance proposed a strategic plan subcommittee to work on ways to grow those.

Ms. King asked if there would be parental involvement in the work for Student Achievement. Mr. Vance responded that he certainly hopes so.

Ms. Erin King confirmed that we are on-pace with our Strategic Plan Implementation & Tracking.

Our Strategic Plan’s goal said 95% of 3rd Graders would read on or above grade level. The goal we set was based on students reaching a Lexile level of 520, which is the beginning of the 3rd grade level stretch Lexile. We test students at the end of 3rd grade, so we discussed if reaching a 520L is truly a measure of success. For the time being we will keep 520L as the target score but also monitor and report the midpoint of the stretch Lexile 670L. This midpoint is also the target for CCRPI progress in literacy.

There was interest in forming a Strategic Plan Subcommittee – Ms. Randi King, Ms. Patel & Ms. Webb volunteered to be part of the committee (with Ms. Webb’s participation being conditional on the public being able to serve or her election to the SGC). Mr. Vance plans to set up that committee within the next few days.

**Discussion Item: RFF for class size in Physical Education (7:51)**

Mr. Vance reminded us that the goal is to take the funds that were present for a PE Teacher and use them to pay for a STEM teacher. We did not expect to be able to do this, and so when it happened, we were late applying for it. It should still occur, but we will have to work with Fulton County.

To prevent this situation next year, we plan to file the preliminary request earlier for Art and Music.

**Discussion Item: SGC Elections (7:55)**

**Ms. Nannini asked the council to start encouraging people to learn more about the SGC and get them interested now so that future elections have candidates in the ready.**

**Discussion Item: 2019-2010 Professional Development Days (7:59)**

**October 10, 2019 and February 14, 2020 will be our professional development days next year.**

**Discussion Item: “Community Champions” Initiative Update (8:05)**

**Ms. Nannini gave an update on this event: “E-Day” (Entrepreneurship, Enlightenment, Enrichment for Everybody). Ms. Nannini stated that we’ll need volunteers to help get the forms from the students stating which activities they want to do, and to tally the votes and assign kids. We also need a brochure to advertise it.**

**Principal’s Update (8:10)**

***Listening Sessions***

**Mr. Vance stated that we’ve hosted 3 listening sessions featuring an open agenda and people could discuss whatever they wanted. He received great feedback. He felt that parents really noticed how much teachers care and value their expertise. There were ideas around:**

* **Improving communication (such as weekly emails)**
* **Website formatting**
* **Requests to narrow down where to go (Google classroom, seesaw, etc…)**
* **Questions around assessments (are they necessary?) which have already been factored into some school decisions**

**Ms. Patel asked if there was a way planned to get back to the people who made comments in these sessions, so those parents know that something was done. Mr. Vance said that his newsletter will contain comments to that effect.**

**Ms. Randi King asked about Screen Time for Kindergarten and First grade. If we wanted to adjust the screen time allotment and/or replace it with something else, how would we do that? Mr. Vance replied that those programs are recommendations from Fulton County, but it would likely be an RFF to adjust it.**

***Partnerships***

**We’ve focused on the number & quality of partnerships with respect to the strategic plan. We’ve now developed a partnership with St. Ives Memory Care. Last week the school sent 8-10 students each day to read to seniors. Students admitted they didn’t know what to expect it but loved it and want to go back. They consider it a reward to get to spend time there.**

***GMAS Testing***

**3rd – 5th grade milestones are coming up.**

***General Principal Comments***

**Ms. Randi King asked about highlighting things that are going on, especially new initiatives that people may be interested in. Everyone agreed this was a good idea.**

**Discussion Item: Set Next Meeting Agenda (8:24)**

**Ms. Randi King suggested we review notes from the Strategic Planning committee.**

**Ms. Fowler noted that our elections should be completed by the next meeting and we’ll know who our new members are. Ms. Erin King noted that new members can be invited to attend and observe any meetings before the official start of their term.**

**Ms. Nannini noted that we have several standing agenda items which will likely remain on the agenda for a time. She suggested we also discuss the need for any summer meetings so those can be scheduled early.**

**Adjournment (8:30)**

**Ms. Randi King moved to adjourn the meeting. Ms. Yenrick seconded the motion.** The motion passed unanimously, and the meeting adjourned at 8:30 am.