**Medlock Bridge School Governance Council**

**Meeting Minutes – May 11, 2021 – 3:00 p.m. – 4:30 p.m.**

**Virtual Event**

**Present**:

**Vance M.** Principal

**Lawrence M.** Elected teacher/Chair

**Jones S.-** Elected teacher

**Fowler, K.-** Appointed Teacher

**Stahl,** Parent/Vice Chair

**Bradley, M.-** Guest speaker

**Spragg, C.** Community Member Nominated

**Smith, J.-** Parent/Guardian Elected

**Turner, M.-** Parent/Guardian Elected

**King, E.-** Governance & Flexibility Department

**3:04 p.m. Call to Order**

**3:06 p.m. Action Item: Approve Meeting Agenda**

D. Stahl motioned to approve

K. Fowler 2nd Motion

Unanimous ayes

**3:06 p.m. Reviewed Meeting Norms, Introduce new members**

**3:11 p.m. Action Item: Approve March Meeting Minutes (March 16 and 25)**

* + - * + D. Stahl motion to approve pending addition of attendee C. Spragg
        + K. Fowler 2nd motion
        + Unanimous ayes

**3:14 p.m. Public Comment / Virtual Comment Box Summary**

* + - * + Confirmed no public comments in Comment Box

**3:25 p.m. Discussion Item: Principal’s Update**

1. **COVID-19 and School Calendar/Event Update**

* Plan on face-to-face next year with a virtual option
* All elementary schools to be face to face, unknown if masks will be required
* Decision will be made based on data when it gets closer to start of school
* Starting on May 17 masks are recommended not required
* Not seeing any more requirements on outdoor gatherings
* Field day is coming up
* Senior Walk is coming up, opportunity for them to walk the track and sign it, very inspirational for school
* May 24 & 25 class parties will be held
* 5th grade yearbook signings will be held
* May 26 – car parade
  + Virtual ceremony will also be held
* Currently doing iReady diagnostics
  + Seeing lots of growth from 2018
  + 3rd, 4th grades on par
  + 3rd is ahead in math

1. **PTO Update – Guest Speaker Megan Bradley**
   * PTO would not cover anything Purbasha doesn’t cover
   * STEM program is budgeting for next year

**3:45 p.m. Committees Update**

1. **Strategic Plan Monitoring (20 minutes) –** 
   1. **Our focus is Student Achievement and People and Culture**
      1. **Goal: We will improve two-way communication within school.**
      2. **Goal: We will improve two-way communication between school and community.**

* D.Stahl’s last meeting with us
* Our goal is to provide a safe, positive welcoming learning environment some of things SGC accomplished:
  + Teacher grants were distributed
  + Scholastic magazines
  + Book vending machine
  + Covid response- desk shields for staff
  + Parent University
  + Kindergarten Meet Ups
  + Flexible seating provided for classrooms
* SGC has supported the strategic direction of the school by accomplishing:
  + STEM lab revival
  + Library materials for classroom library
  + Social Studies instruction
  + Kindergarten Meet Ups to welcome remote learners
  + Provided extension to extended learners for 7 more weeks
  + Held 4 Parent Universities
  + 77% of teachers making regular use of Social/Emotional curriculum
  + $36K spent on books for the classroom
  + 92% of 3rd graders at or above Lexile level
  + 55% of MBES teachers have 5 or more experience
* SGC supported the school and community through:
  + Providing desk shields during covid crisis and flexible student seating
  + Extended learning sessions extended
  + Kindergarten Meet Ups for remote learners
* SGC supports the strategic direction of school, M. Vance solicited ideas
  + Suggestion to adjust the STEM special to allow a paraprofessional to host the program
    - S. Jones- based on survey, did see huge need
  + M. Lawrence- since Fulton County is moving to Science and Literature focus suggests that we become more adept within our literacy program
    - Continue to focus on communication with the school and community
  + J. Smith- Regarding Social and emotional wellness look at any data regarding coming back to the building and help getting to kids, classrooms and building
  + Social skills- F2F learning
  + One effort looking into demographics and ensuring we are inclusive we are here for all kids and our school is for all students
  + S. Jones- Add virtual field trips, SGC could be more involved including PTO
* Major initiatives/projects SGC will focus on communication, inclusivity, celebration, joyful learning, STEM
* D. Stahl- Virtual option is a separate initiative from F2F this Fall
  + Will take a focused effort to bring virtual student back to F2F
* J. Smith- Leave room in budget for what teachers may need
* Need to set expectations for parents of virtual learners on what it will look like
  + Parent University and Pathways to Life may offer content
  + Vetting through vendors

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**4:00 p.m. Discussion Item: Superintendent Advisory Council Update**

* D.Stahl- reviewed minutes and most was covered in earlier discussions

**4:02 p.m. Action Item: Spending approval for charter dollars**

* Spending approval for charter dollars $93K
* $20K -teachers grants
* Book vending machine
* $36K Classroom library
* $10K for plexiglass dividers
* $5K remaining – does not roll over
  + Recommendation to allocate $2,400 on reward items for students and staff
  + C. Spragg motioned to vote
    - S. Jones 2nd
    - Unanimous ayes
  + Recommendation to allocate $2,400 to create teacher materials room
  + J. Smith motioned to vote
    - D. Stahl 2nd
    - Unanimous ayes
  + Remaining budget spent

**4:12 p.m. Discussion Item: Set Next Meeting Agenda**

* Agenda suggestions
* Select a Vice Chair
* Staff Committees
* Talk about upcoming year
* M. Vance will send out next meeting invite for July
* Review survey results

**4:15 p.m. Meeting Adjournment**

* S. Jones motioned to adjourn
* D. Stahl 2nd
* Unanimous ayes
* Meeting ended at 4:17 p.m.

All new governance council members must attend training and non-FCS employees must be background checked (these checks occur on-site during trainings). New members can sign-up for governance training by visiting the district SGC site.



Medlock Bridge Elementary School Governance Council Norms

**ALL MEETINGS**

**Participation:** There should be no texting, internet surfing, or emailing during the meeting. Only purposeful use of technology is permitted. In addition, only in the case of emergencies, should calls be made or answered.   
**Time:** All must be respectful that every meeting begin and end on time.

**Listening and discussion:** Members must follow the agenda and stay on point. Also, it is critical to be respectful of each other and assume good will regarding discussions and comments. It is also important to take turns during disunion and only one person speak at a time.

**Expectations:** Members should remember that outside the meetings they should speak with one voice when discussing the council’s final decision on matters.

**Public Comment:** Every meeting will reserve a portion of time for public comment.

**Virtual Meetings ONLY**

**Cameras and Microphones:** Turning on cameras during meeting will be the option of the SGC member.Microphones should remain muted until the member is speaking on a topic.

**Voting:** Voting will take place in the MS Teams Chat whenever possible. When not possible, the voting member will communicate their vote to the SGC Chair.

**Speakers List:** To reduce communication delays and confusion, The SGC Chair (or designee) will establish a Speakers List per topic and will identify speakers when it is their turn to speak. Members will use the chat to request to be on the Speakers List.

**Public Comment:** The Q/A function of MS Teams will be used to provide the community with the opportunity for public comment. If comments are shared after the time for public comment is up, then the comments will be held over for next meeting.

**FACE TO FACE MEETINGS ONLY**

**Seating:** All council members should make every effort to sit in an alternating parent/staff pattern.