**Medlock Bridge School Governance Council**

**Meeting Minutes – September 12 – 3:00 p.m. – 4:00 p.m.**

**Room 131**

Public may attend this meeting.

Open for public comment

Virtual Comment Box Available at Tinyurl.com/MBESSGCvirtualcommentbox

Attendance: Matt Vance, Melissa Turner, Terri Bryant, Reema Ajmera, Megan. Rios, Sylvia Luu, Kim Hall, Susan Demint, Angel Jones

**3:01 p.m.**  **Call to Order**

**3:01 p.m.**  **Action Item: Approve Meeting Agenda** Terri Bryant motions to approve**,** Ms. Jones Seconds

**3:03 p.m. Discussion Item: Meeting Norms** Meeting norms were read and discussed as needed.

**3:05 p.m.**  **Action Item: Approve August Meeting Minutes** Ms. Jones motions to approve

Susan Demint Seconds motion

**3:10 p.m.**  **Public Comment / Virtual Comment Box Summary**

No public comment

**3:10 p.m.**  **Discussion Item: Principal’s Update**

1. **Semester Action Plan** Mr. Vance has submitted the semester action plan and it has been accepted. Reviewed main points- 1. Relationships and Routines (100% of grade level PLCs will complete math focused data analysis), Tier 1 (increase percentage of students 3-5 performing on or above grade level in reading from 91% to 94%), Interventions (45% of students 1 or more grade levels below at BOY will reach their stretch growth target in iReady).

**3:18 p.m.** Ms. Turner and Ms. Jones expressed concern about the parents understanding of iReady. Ms. Turner suggested FAQs of the diagnostic as a possibility and working towards clearing up misconceptions.

**3:20 p.m.** Ms. Jones expressed concern over making sure that each student's needs are being met- both above and below level.

**3:33 Perception Survey Results-** Low response rate (County survey came out at the same time).

Ms. Turner asked about Globe Trotters.

Ms. Bryant asked how parents can best support staff-

Ms. Hall mentioned that the staff needs help with big and small items- copying, printing, cutting. The idea of having parents volunteer to come in as experts in their field and share their knowledge.

**3:27 Financial Update-** There will be professional learning conference deadline

$15, 000 has been allotted for school safety.

Possibilities-

Tint the cafeteria windows to obscure the view

Phones in the classroom

More gates for fences

Door alert (alert when doors are opened and closed)

**3:50** Ms. Bryant brought up perimeter safety and how we can best maximize our funds. Mr. Vance stated that new and improved cameras are coming in December. Exterior door alarms are going on less frequently used doors as well.

Ms. Ajmera brought up the perimeter fence keys and how we will address the locked fences in an emergency.

Ms. Jones suggested the idea of forming a committee of teachers and parents to work on how to spend the safety funds.

**3:45 PTO Update – Guest Speaker on Upcoming Events-**

Veterans Day event with mayor, police

Thanksgiving event during lunch for parents to come

Mustangs ROCK Day-a planning period for teachers is needed on that day

**4:00 p.m. Discussion Item: SGC Council Development Opportunities\*\***

Complete training if you are in a role

**4:05 p.m. Discussion Item: SY22-23 Council Initiatives\*\*\***

Terri Bryant volunteered to be part of the superintendent SGC meetings

**4:12 p.m.**  **Discussion Item: Set Next Meeting Agenda, Date, and Time**

Safety measures, charter dollars, duty days, student equity

10/17 @ 3:00

**4:21 p.m. Meeting Adjournment**

Ms. Demint motioned

Ms. Jones seconds

\*\* SGC Council Development Opportunities: Reminder that all new members must complete New Member Onboarding and council officers are expected to attend Officer Training. See the [Training Sessions tab of the Charter System website](https://www.fultonschools.org/Page/7356) for more information.

\*\*\* SY22-23 Council Initiatives: Begin discussions to determine the focus of the council’s upcoming work. Lean on your school’s Semester Action Plan to ensure the work of the council is aligned with the goals and initiatives being targeted by the school leaders. Task the council with prioritizing 1 – 2 initiatives the SGC could lead or support throughout the year.



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.