

**GRAVES COUNTY MIDDLE SCHOOL  
SITE-BASED DECISION MAKING COUNCIL**

**Wednesday, July 31, 2019**

**3:30 pm**

**SBDM ROOM**

**MINUTES**

**I. Call to Order**

**a. Roll Call**

Introductions were made. Members present included: Jonathan Miller, Principal; Heather Burgess, teacher; Nicole Musgrave, teacher; Brittany McIntyre, teacher; Craig Fuqua, teacher; Stephanie Wheeler, parent; and Casey Walker, parent. Michelle Overstreet, parent, was unable to attend.

**II. Approve July Agenda**

The July agenda was approved by the council.

**III. Spotlight**

**a. FAMILY & Coffee Bean**

Our focus word and theme for the year is FAMILY. TShirts will be provided to the staff with FAMILY across the front and the GCMS school vision on the back. TShirts will also be made available for students to purchase.

Mr. Miller discussed the book Coffee Bean and the application to us as a school, regardless of our role.

**IV. Comments**

**a. Elect Secretary and Vice Chair**

Craig Fuqua was nominated for Vice Chair and unanimously elected. Brittany McIntyre was nominated for Secretary and unanimously elected.

**b. Complete Proof of Receipt Signature Page**

c. Review School bylaws and policies

The committee reviewed the policies. A motion was made and seconded, to leave the policy as written.

d. Approve Emergency Management Plan

The committee reviewed the Emergency Management Plan. A motion was made and seconded to approve the Emergency Management Plan.

e. Safety Drills and Evacuations

f. New Employees

GCMS welcomes several new employees this school year as well as some previous employees within the district being reassigned: Rachel Dalton, 8th grade Reading; Jessica Robinson 8th grade Science (moved from GCHS); Tracey Tashijan, 8th grade Writing; Kacie Moss, 7th grade Science; Jennifer Simmons, 8th grade Writing; Britney Thomas, 7th grade Social Studies; Seth Stinnet, Instructional Assistant; Gregg Hussey, Instructional Assistant; Kala Truelove Instructional Assistant (moved from GCMS Early Eagle Academy); Kris Williams, FRYSC Secretary; Hannah Mullins, 8th grade Social Studies; Ann Gosser, Art; Tysen Lindsey, Special Education- PASS Class (moved from GCMS Instructional Assistant); Cassie Sutton, Mountain Comprehensive Care; Ashley Medberry, 8th grade Math; Jon Shell, Instructional Assistant- PASS Class (moved from GCHS). Kayla Jones will also join GCMS to teach Algebra I for a portion of the school day.

g. Back to School Nights

The agenda for the Back to School nights was posted on Facebook and will also be available to parents when they come to the school. 8th grade is scheduled on Thursday 8/1/2019 3:30-6:30. 7th grade is scheduled on Monday 8/5/2019 3:30-6:30. Parents commented about a school supply list not being available for the middle school. It was discussed that a very limited number of supplied are requested and it is up to the

individual teachers. A suggestion was made to better communicate about the school supply lists, possibly announced on social media earlier as well as communicated during the 6th grade transition visits.

h. Early Student Registration

As of 7/31/19, we have enrolled approximately 30 new students.

i. Staff Trainings

Staff attended TICE (Trauma Informed Care for Educators) training on 7/31. Active Shooter training for all staff is scheduled for 8/1. Annual trainings will also be made available online through TalentEd and we will be receiving a checklist through our email.

V. Financial Report

VI. Old Business

VII. New Business

VIII. Conclusion/Next Meeting Date...

The council will meet the 3rd Wednesday of every month. Meeting dates for the year are as follows: 8/21, 9/18, 10/16, 11/20, 12/18 (contingent), 1/15, 2/19, 3/18, and 4/15. All meetings will be held at 3:30 in the SBDM room.

IX. Adjourn

A motion was made and seconded to adjourn.