

Webb Bridge Middle School

Minutes for School Governance Council Meeting

07.25.2018

Call to Order

A School Governance Council meeting of Webb Bridge Middle School was held on Wednesday, August 16, 2017 in the Professional Learning Room {PLR}. Meeting was called to order at 7:30am and was presided over by Rebecca Williams Perkins, with Carmen Hurst as Secretary.

Attendees

Introductions were led by Principal Perkins.

Members in attendance included: Rebecca Williams Perkins (Principal), Michelle Garner (Assistant Principal), Julianne Hunter (Appointed Staff/Teacher), Jana Bernhardt (Teacher), Yvette Clemmons (Teacher), Raj Gopaleswamy (Parent/Community Member), Shari Schwalbe (Parent/Community Member), Whitney Cresci (Parent/Community Member), and Angela Lyons (Parent/Community Member).

Guests in attendance included: Freddi Beuschine, Governance Program Specialist for NWLC [Northwest Learning Community].

Members not in attendance included: Baileigh Allen (Parent/Community Member).

Approval of Agenda

The following items were on the Agenda:

Approve Agenda, Appoint New Members, Elect New Officers (Chair, Vice Chair, and Parliamentarian), Establish/Review Meeting Norms, Staff Standing Committees (Budget & Finance, Outreach & Communication, and Principal Selection), and Determine Meeting Schedule for SY 2017-2018, Review Council Self-Assessment, Strategic Plan Update, and Set Agenda Draft for next Meeting.

A motion to approve the proposed meeting agenda was made by Angela Lyons, and seconded by Shari Schwalbe. The agenda was unanimously approved.

Officers' Reports

Appointment/Election of new officers.

The Council discussed the election of New Officers. A motion to approve Appointed Community Member: Angela Lyons was made by Whitney Cresci, and seconded by Shari Schwalbe. The motion was unanimously approved.

Discussion by council led to slate of New Officers:

Shari Schwalbe- Chair

Jana Bernhardt- Vice Chair

Julianne Hunter- Parliamentarian

The slate was motioned for approval by Angela Lyons, and seconded by Michelle Garner. The motion was unanimously approved.

Once the new officers were elected, Chair Schwalbe led the group in a discussion to establish and/or review School Governance Council Norms:

- Be Prompt and Present
- Make student-driven decisions
- Be respectful to others
- Actively and professionally engage in the council work

Chair Schwalbe then led The Council in a discussion of the Staff Standing Committees (Budget & Finance, Outreach & Communication, and Principal Selection):

Budget and Finance: Angela Lyons (chair), Yvette Clemmons, Rebecca Williams Perkins (Principal), Lisa Beckett (Bookkeeper), Baileigh Allen, and Michelle Garner.

Outreach and Communication: Whitney Cresci (chair), Raj Gopaleswamy, Jana Bernhardt, Julianne Hunter (Appointed Staff), Rebecca Williams Perkins (Principal), Katie Pardee (Appointed Staff), and Shari Schwalbe.

Principal Selection: Shari Schwalbe, Whitney Cresci, Michelle Garner, and Yvette Clemmons.

Motion to approve and put forth the Staff Standing Committees as they stand by Jana Bernhardt, seconded by Shari Schwalbe. The motion passed unanimously.

The Council held discussion around Determining a Standard Meeting Schedule for SY 2017-2018, with specific discussion surrounding public comment time frame to be more conducive for parents. The Council determined that the public comment would be at 8:00am on the agenda. The Council continued discussion regarding meeting days- once a month, and plans for subsequent meetings to be held on ***Fridays at 7:30am - September 22, October 20, November 10, December 15, January 19, February 9, March 16, April 13, and May 11.***

Freddie informed The Council that they should expect to receive information in mid-September regarding the strategic planning process.

The RFF timeline may change this year, but the process is also changing to make it easier and automated.

Seed Fund process and funding is also changing and it is possible that the SGC/School will have much more discretion with regards to use of the funds.

Chair Schwalbe and Principal Perkins led the SGC through a discussion of the Council Self-Assessment, using the Describe-Interpret-Evaluate protocol to review the information.

Here are things the council wants to address:

1. Making sure The Council members have effective training
2. Ways to gather data and monitor the strategic plan- possibly assign a person to lead the charge with monitoring
3. Add SGC agenda item for reporting and monitoring of strategic plan initiatives
4. Communicate with stakeholders after asking for and receiving feedback (response to feedback)

Other Reports

Strategic Plan Update was presented by Principal Perkins. Council discussion on the FCS Strategic Plan Update and she shared a copy with each SGC member, some of the district communication shared at Building Our Future. [www.OneFulton.org]

The following resolution was adopted: Freddie recommended that there needs to be time for Strategic Planning- looking at our old strategic plan and the FCS strategic plan to begin working on the planning.

Draft Agenda was set for the next SGC meeting.

Announcements

The Outreach and Communications Committee will meet prior to the next full SGC meeting to brainstorm ideas for the year- September 8, 2017 at 8:00am. The primary agenda item: Ways to effectively communicate with our community.

The next School Governance Council Meeting will be held on Friday, September 22, 2017 at 7:30am in the PLR.

Adjournment

Shari Schwalbe moved that the meeting be adjourned, and Yvette Clemons seconded. The motion passed unanimously and the meeting was adjourned at 8:39 a.m.

Secretary/Parliamentarian

Date of Approval

WBMS School Governance Council