AGENDA

Autrey Mill Middle School Governance Council

Public may attend the meeting by joining this link: [[Microsoft Teams Live Event attendee link]](#)

SGC Members

Trey Martin, Principal | Erika Smith, Teacher | Danelle Chereck, Teacher | Courtney Hagans, Teacher | Amy Showfety, School Employee | Megan Bradley, Parent | Michelle Graves, Parent | Marcelis Baxter, Parent | Adam Lipman, Community Member | Yasser Jurio, Community Member

Time	Item	Owner
7:43am	Call to Order	Trey Martin
7:43am	Action Item: Approve Agenda	Trey Martin

- Adam Lipman motions to approve
- Erika Smith seconds
- All approve

Time	Item	Owner
7:44am	Action Item: Approve May or June Meeting Minutes	Trey Martin

- Courtney Hagans motions to approve
- Erika Smith seconds
- All approve

- Members Present: Trey Martin, Danelle Chereck, Amy Showfety, Erika Smith, Courtney Hagans, Meghan Bradley, Adam Lipman
- Members Absent: Michelle Graves, Yasser Jurio, Macelis Baxter

Time	Item	Owner
7:46am	Discussion Item: Welcome Back, Introduce New Members	Trey Martin

- Meghan Bradley – parent
- Marcelis Baxter – parent
- Amy Showfety – school employee
- Danelle Chereck – teacher
- Yasser Jurio – community member

Time	Item	Owner
7:50am	Action Items: Elect New Officers (Chair, Vice Chair, Parliamentarian)	Trey Martin

- Chair – Erika Smith
    - Meghan Bradley motions to approve
    - Danelle Chereck seconds
    - All approve
- Vice Chair – Danelle Chereck
    - Erika Smith motions to approve
    - Adam Lipman seconds
    - All approve
- Parliamentarian – Meghan Bradley
    - Courtney Hagans motions to approve

Time	Item	Owner
	– Danelle Chereck seconds – All approve	
7:55am	Action Items: Staff Standing Committees (Budget and Finance, Outreach and Communication, Principal Selection [chair + 3 members])*** • Budget and Finance: Adam Lipman (chair), Erika Smith, Danelle Chereck, Meghan Bradley, Macelis Baxter • Outreach and Communication: Amy Showfety (chair), Courtney Hagans, Michelle Graves, Yasser Jurio • Principal Selection: Erika Smith, Megan Bradley, Adam Lipman, Amy Showfety	Trey Martin
8:05am	Discussion Item: Select Parent/Community Superintendent Council Representative • Parent Selection - Community Superintendent Council Representative: Megan Bradley	Trey Martin
8:05am	Discussion Items: Determine Meeting Schedule for SY 2021-2022 • Last Monday of every month @ 7:45 am	Trey Martin
8:05am	Informational Item Principal's Update • 10-day seat count – enrollment is on target, no anticipation for movement of teachers • First week: build relationships with students, PBIS team "Start with Hello" campaign • Parking challenges: a lot of students being picked up/dropped off as car-riders • Curriculum Night: virtual, Tuesday-Thursday August 31 – September 2	Trey Martin
8:10am	Discussion Item: Set Next Meeting Agenda • Discussion Item: Self-Reflection • Discussion Item: Late Start Days	Trey Martin
8:10am	Meeting Adjournment • Adam Lipman motions to approve • Courtney Hagans seconds • All approve	Erika Smith

Meeting Norms

Come Prepared | Be Respectful of Others' Opinions | Work for the Good of All Students

Notes and Reminders

We at the Governance and Flexibility team hope that this sample agenda is helpful and provides some general guidance for your first meeting of the coming school year. Below are some tips and additional details about the agenda items listed on the first page of this document. We hope you have a restful summer and are looking forward to working with everyone this year.

* **Setting the date, time and location of your meetings**: It's a great idea to set your meeting schedule for the entire fall semester (if not the entire year) at your first meeting. Get this information posted at your school and on your SGC website at least 7 days prior to your meeting and you will have covered many requirements of the Open Records and Meetings Laws.

* **Action Items**: Don't forget that all action items require a motion, a second and a vote (even seemingly simple things like the agenda and meeting minutes need to be voted on).

* **Running the first meeting**: Note that in the sample attached the principal ran the meeting until officers were elected and a chair could take over. This is a great practice as there will not technically be a standing chair at the beginning of the first meeting of the year. (Note: if the previous chair is still sitting on the council, they are welcome to run the beginning of year meeting until a new chair is elected)

* **Staffing your committees**: Remember that all SGC members should be a part of at least one committee. The Budget and Finance Committee and the Communications and Outreach Committee require a Chair (any voting SGC member), the principal, three voting SGC members and can have up to three additional SGC or external members. Also, every school needs a Principal Selection Committee regardless of whether or not they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members. To access committee training click here: Committee Training

* **Reviewing your Council Self-Assessment**: The first meeting of the new school year is a great time to discuss the results of your Council Self-Assessment and make any changes or flush-out any concerns that the team might have before diving into the upcoming year's work. The results of last year's self-assessment was shared with councils in early July.

* **Establishing/Reviewing meeting norms**: It's a great idea to discuss and create norms that your SGC feels will work well for them. Include these at the beginning or end of your agenda and take the time to review them throughout the year to ensure that your meetings run smoothly and productively.

* **School Governance Training for New Members**: All members are required to complete the onboarding process. To access the on-line training click here: School Governance Training

* **Charter System Website**: Additional information about the FCS Charter System, resources for councils and Governance & Flexibility Team contacts can be found by clicking here: Charter System Website

* **Superintendent's Parent/Community Council Representative**: Note: this position does not need to be voted on by the council. Click here for a list of the dates/times for council meetings.