



## Birmingham Falls Elementary School Governance Council

**Friday, 8/18/2023 | 7:00 am – Conference Room**

### Meeting Norms

Be Respectful of Others' Opinions | Work for the Good of All Students |  
Transparency of Communication to all Stake Holders

Time	Item	Owner
7:02 am	<b>Call to Order</b>  <b>Motion:</b> Webb  <b>Second:</b> Tracy Drye	Mr. Webb
7:03 am	<b>Action Item:</b> Approve August Agenda  <b>Motion:</b> Emily Evangelista  <b>Second:</b> Joshua Masters	Mr. Webb
7:03 am	<b>Action Item:</b> Approve May Meeting Minutes  <b>Motion:</b> Joshua Masters  <b>Second:</b> Tracy Drye	Mr. Webb
7:03 am	<b>Public Comment:</b> N/A	All
7:04 am	<b>Informational Item:</b> Meet New members again and Webb's Words (updates about BFES) <ul style="list-style-type: none"> <li>• 8/18 – 10 day count, by 5:00 pm Mrs. Crumbley will let Mr. Webb know if we are losing or gaining staff.</li> <li>• District is 3K students short</li> <li>• BFES Total 746 (20 students below projected number)</li> <li>• One grade level is above with their projected student numbers, but most are where we thought they would be.</li> </ul>	Mr. Webb

	<ul style="list-style-type: none"> <li>• SGC Approved teaching position. This position was not filled.</li> </ul>	
7:05 am	<p><b>Informational Item:</b> PTO Update</p> <ul style="list-style-type: none"> <li>• Welcome Back Staff Breakfast - Waffle House</li> <li>• Organized student supply boxes – came after sneak peak,</li> <li>• September – 9/8 Popsicles for classes participating in PTO</li> <li>• September 15th – Staff lunch</li> <li>• September 22<sup>nd</sup> Bobcat Bash 4-7</li> <li>• Sept. 29 July, August and September student birthdays (students receive: sunglasses and small bag of candy)</li> <li>• PTO provides \$125 to certified staff and \$75 to classified staff</li> <li>• BFES gives \$100 to all certified staff</li> <li>• 8 new staff members</li> </ul>	Mrs. Johnson
7:10 am	<p><b>Action Item:</b> Determine SGC Officers: Chair, Vice Chair, and Parliamentarian</p> <p>Determine SGC Officers:</p> <ul style="list-style-type: none"> <li>• Ms. Hillman – appointing staff member, need current SPED teacher and advocate for those students and teachers. She is also teacher of the year.</li> <li>• Melissa Morris – involved with PTO, volunteers at our front desk.</li> </ul> <p><b>Motion:</b> Tracy Drye</p> <p><b>Second:</b> Joshua Masters</p> <ul style="list-style-type: none"> <li>• Tracy Drye – Chair</li> </ul> <p><b>Motion:</b> Joshua Masters</p> <p><b>Second:</b> Emily Evangelista</p> <ul style="list-style-type: none"> <li>• Melissa Morris – Vice Chair</li> </ul> <p><b>Motion:</b> Tracy Drye</p>	Mr. Webb

	<p><b>Second:</b> Joshua Masters</p> <p><b>Parliamentarian:</b> Natasha Sanford</p> <p><b>Motion:</b> Tracy Drye</p> <p><b>Second:</b> Joshua Masters</p> <p><b>All members approved.</b></p>	
<p>7:30 am</p>	<p><b>Action Item:</b> Determine Committees: Budget/Finance, Outreach/Community, Principal Selection Committee</p> <ul style="list-style-type: none"> <li>• Budget Committee meets in February This committee is: <i>Emily Evangelista, Joshua Masters, Natasha Sanford, Dorothy (Jenny) Hillman, Tracy Drye</i> <b>Chair: Joshua Masters</b></li> <li>• Outreach/Community – reach out to community and discuss amongst ourselves how we are running things according to the district’s survey. We are planning to develop our own survey to send to our communicate to get feedback. Plan a booth for Bobcat Bash. This committee is: <i>Brooks Johnson, Melissa Morris, Rebecca O’Meara, Tracy Drye, Lindsey Weaver</i> <b>Chair: Melissa Morris</b></li> <li>• Principal Selection Committee – Focus Group (4-5 members from SGC) Bridge between school and staff. This committee is: <i>Jenny Hillman, Joshua Masters, Melissa Morris, Rebecca O’Meara, Brooks Johnson, Tracy Drye</i> <b>Chair: Tracy Drye</b></li> </ul> <p><b>Motion: Webb</b></p> <p><b>All members approved</b></p>	<p>New SGC Chair</p>
<p>7:21 am</p>	<p><b>Discussion Item:</b> Bobcat Perception Initial Feedback (focus item review from May)</p> <ul style="list-style-type: none"> <li>• Needs assessment to build a strategic plan that encompasses key values of today.</li> <li>• January – guidance for strategic plan to be shared by district</li> <li>• September – BFES going over our Semester Action Plan</li> </ul>	<p>Mrs. Drye &amp; Mr. Webb</p>

	<ul style="list-style-type: none"> <li>• 9 Focus groups and 9 (1:1) – to capture all opinions that were open and honest.</li> <li>• Analyzed the key things that were actionable items that were collective themes that came out in all the groups.</li> <li>• Reviewed 7 page document. Focused on improvements that could be made over the summer with immediate impact for the school</li> </ul>	
8:00 am	<p><b>Action Item:</b> Next Meeting Date and Meeting Adjournment will be Friday, September 15<sup>th</sup> @ 7am.</p> <ul style="list-style-type: none"> <li>• Discussing connecting with community about school improvement opportunities.</li> <li>• Reviewing additional portions of the Focus Report</li> </ul> <p><b>Motion:</b> Tracy Drye</p> <p><b>Second:</b> Brooks Johnson</p>	New SGC Chair

## SGC Members

Mr. Don Webb, Principal | Mrs. Tracy Dye, Parent Representative |  
Mrs. Emily Evangelista, Staff Representative | Mr. Brooks Johnson, Staff Representative  
Melissa Morris, Community Member | Mr. Josh Masters, Parent Appointee  
Mrs. Becca O’Meara, Parent Representative | Mrs. Dorothy (Jenny) Hillman, Faculty Appointee  
Mrs. Natasha Sanford, Faculty Appointee | Lindsey Weaver, Parent Representative

## Officers and Committees

**Chair** – Tracy Dye

**Vice Chair** – Melissa Morris

**Parliamentarian** – Natasha Sanford

Budget/Finance	Outreach/Communication	Principal Selection Committee
Joshua Masters (Chair)	Melissa Morris (Chair)	Tracy Dye (Chair)
Emily Evangelista	Lindsey Weaver	Joshua Masters
Natasha Sanford	Joshua Masters	Melissa Morris
Dorothy (Jenny) Hillman	Brooks Johnson	Rebecca O’Meara
Tracy Dye	Tracy Dye	Brooks Johnson
	Rebecca O’Meara	Dorothy (Jenny) Hillman