



Birmingham Falls Elementary School Governance Council

Friday, 2/23/2024 | 7:15 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
7:17 am	Call to Order: Motion: Emily Evangelista Second: Brooks Johnson	Ms. Morris
7:16 am	Action Item: Approve January Agenda Motion: Lindsey Weaver Second: Brooks Johnson	Ms. Morris
7:17 am	Action Item: Approve January Meeting Minutes Motion: Emily Evangelista Second: Becca O’Meara	Ms. Morris
7:18 am	Public Comment: N/A	All
7:25 am	Informational Item: Webb’s Words (updates about BFES) 1. Bingo Night – This event went well. 2. Our first International Night will take place this evening 4-6pm – February 23, 2024 –BFES parents are running this. 3. Read Across America February 26-March 1 4. Exceptional Children’s Week March 4-8	Mr. Webb
7:35 am	Informational Item: PTO Update	Mr. Webb

	<p>1. PTO 9:30 am meeting today (February 23, 2024)</p> <p>2. Teacher Appreciation Week April 15 - 19</p>	
<p>7:40 am</p>	<p>Action Item: Review proposed 2026 budget and vote on it.</p> <ol style="list-style-type: none"> 1. Allotted 7.6 million – 96% used for personnel. 2. There will be movement with teachers due to retirements, teachers moving to a different state and/or another district. 3. We are projected to go from 760 to 720 students – This decrease is due to the reduction in 5th grade. Because of this we go from 2 Assistant Principals to 1 Assistant Principal and 1.5 counselors to 1 counselor. 4. Increase to 1 Administrative Assistant (use Flex position) 5. 1.5 EIP teachers to 1 EIP teacher 6. Given 4 custodians trade 2 out to afford our contract cleaning, 10K savings. These companies are reliable, so this works good for us. We have been using contract cleaning for the past 8 years. 7. Teacher numbers at each Grade Level: K = 5, 1st = 5, 2nd = 6, 3rd = 6, 4th =5, 5th =5 8. Non-Personnel 105K/34% of our non-personnel dollars on contract cleaning. 9. The current budget proposal uses \$313,616 for non-personnel (4% of budget). This is money to run the school for the year. 10. (4) Copiers \$16,000 11. Supplements for Department Chairs and Grade Level Chairs total \$36,746. 12. Staff Development \$25,000 – Can also be used for subs to cover staff development. 13. General Instruction: Classroom/Office supplies/papers total \$23,000 which is what Mr. Webb would have left to run the school. 14. Other Information: <ul style="list-style-type: none"> *Budget locks today – February 23, 2024 *Carry over of \$17,500 *Requested uses for Charter Funds in '25 <ul style="list-style-type: none"> *Add 0.5 EIP position (total cost 54K we received 44K for charter funds in '24) <p>Motion: Joshua Masters</p> <p>Second: Brooks Johnson</p>	<p>Mr. Webb</p>

<p>7:43 am</p>	<p>Informational Item: Update on community focus groups and update on student focus groups</p> <ol style="list-style-type: none"> 1. Ms. Morris and Ms. Dyre met with 6 parents out of 29 parents interested in doing a focus group. Ms. Drye spoke to 1 parent on the phone. 2. They went through a similar plan that they went through with our staff. 3. Topics discussed: <ul style="list-style-type: none"> *<u>Heart of the matter</u> – It was resounding that parents loved this school. Some parents who attended the focus group were new to our school. *<u>Most meaningful aspect</u> – diversified levels and staff really cares about the children. Teachers direct teaching on how students learn. *<u>What should never change</u> – BFES is welcoming for new families, no nonsense approach to learning, good communication. *<u>What could be improved</u> - Grades 3-5 – Students taking more responsibility for academics versus parents taking on that responsibility. Parents would like consistency on agendas, GMAS, Weebly Websites – a generalized place for parents to access to get content/homework for their child. *<u>How would you prioritize spending</u> – Hire more teachers and reduce class size, hire full time police officer, hire paraprofessionals in additional grades. *<u>If there were Unlimited resources</u> – Parents would like a chorus program, a foreign language offered, more group activities like pep rally to make learning fun again. Bring more experiences to campus rather than going off campus for field trips...this comes from a safety perspective. Parents would also like educational speaking for children – For example learn about the economy and public speaking. *<u>Speed topics</u> – <u>People & culture</u> (Milton area is hyper focused on sports) offer language and coding. <i>International Night</i> is a step in the right direction. *An idea is to have teachers from a Title 1 School(s) – Share their <i>Wish List</i> so those students get things too. *<u>How are we addressing bullying in a group setting</u> – Can we bring in a speaker? *Can an officer talk about safety 	<p>Ms. Morris</p>
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	<ul style="list-style-type: none"> *We should address that students in grades K and 1 do not exit the bus unless there is an adult/parent there to meet the child. *Communications – Bobcat Weekly News, Teachers’ email – one idea is to have teachers make a PDF of Bobcat Weekly News and put this into their email. *One stop location for grade level website/communication. *Social media – Ms. Jett does a good job with this. *Extra learning resources for students would be helpful. *Student Achievement and Learning – A lot of anxiety around testing – where is this coming from? *Children knowing iReady scores and what group it may put them into. Why and how do students know this information? *Georgia Milestones – How do we help students cope? Here at BFES our school counselors are meeting with students in Grades 3-5. *Teachers shifting grades and teaching multiple grades – This creates a challenge. *TAG – This acronym has a stigma on it. *School Safety – We have a lot of visitors at our school. Can we do something to protect the perimeter of the school? We have video cameras everywhere where recordings are kept for 30 days and then recorded over. *Parent Involvement and Support – Parents were surprised by low participation considering the number of students we have at our school. Can PTO update parents after the meeting – PTO notes in Friday newsletter – secretary send notes to Mr. Webb for Bobcat Weekly News. *Adjust the name of curriculum night – Parents did not realize that they would meet the teacher and see their child’s classroom. *Idea - A welcome kit or an on boarding buddy to welcome new students/families to our school. *A table at Sneak Peek for new families to ask questions. <p>3. Next step in the focus group process – In grades K-2 teachers run the focus groups and in grades 3-5 the students complete a Microsoft Form. Mr. Webb will talk with leadership to see when a good time would be for student focus groups to take place.</p>	
8:14 am	Action Item: Next Meeting Date and Meeting Adjournment	Mrs. Morris

	Next Meeting: Friday, April 12 – 7:15 AM Motion: Joshua Masters Second: Emily Evangelista	
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SGC Members

Mr. Don Webb, Principal | Mrs. Tracy Drye, 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 | Dorothy Hilliard, Faculty Appointee
Natasha Sanford, Faculty Appointee | Lindsey Weaver, Parent Representative

Officers and Committees

Chair – Tracy Drye

Vice Chair – Melissa Morris

Parliamentarian – Natash Sanford

Budget/Finance	Outreach/Communication	Principal Selection Committee
Josh Masters	Melissa Morris	Tracy Drye
Emily Evangelista	Lindsey Weaver	Josh Masters
Natasha Sanford	Brooks Johnson	Melissa Morris
Jenn Hillman	Tracy Drye	Becca O’Meara
Tracy Drye	Josh Masters	Brooks Johnson
	Becca O’Meara	Jenny Hillman