

# SUMMARY

## Paul D West Middle School: School Governance Council

Date: September 18, 2019

Time: 4:45-5:45

Location: A171

### SGC Members:

Dr. Stephenson, Principal  
 Dr. Thomas, Assistant Principal  
 Ms. Lewis, Chair SY 2019-2020

Ms. Ragland Vice Chair SY 2019-20  
 Mrs. Lazenby, parliamentarian  
 Mr. Wilcox, Parent

Ms. S. Lewis, Parent  
 Ms. Ponder, Community Partner  
 Mr. Bolden, Community Partner

### Meeting Norms:

Start and End on Time

Be Respectful of Others' Opinions

Work for the Good of All Students

Time	Item	Owner
4:45pm	Action Item: Call to Order	Ms. Lewis
4:47pm	Action Item: Approve Agenda	Ms. Lewis
4:50pm	Action Item: Approve June and August Meeting Minutes	Ms. Lewis
4:55pm	Discussion Item: Review Meeting Norms	All Members
4:57pm	Public Comment	
5:07pm	Action Item: Finalize SY 19 – 20 Council Make-Up (Vacancies, Officers, Committees)*	Ms. Lewis
5:12pm	Discussion Item: Review SGC Website**	Ms. Lewis
5:15pm	Discussion Item: Strategic Plan and Strategic Plan Monitoring Tool	Dr. Thomas
5:25pm	Discussion Item: Review SGC Annual Calendar***	Ms. Ragland
	A. New Member Training	
	B. Register for Officer Training	
5:30pm	Informational Item: Principal's Update	Dr. Thomas
	A. Review SP 2022 Survey Results	
	B. Milestones Updates	
5:40pm	Discussion Item: Set Next Meeting Agenda	Ms. Lewis
5:45pm	Action Item: Meeting Adjournment	Ms. Lewis

### Notes from the Governance and Flexibility Team

\* Reminder that up to three external (non-SGC) members can be added to the both the Budget & Finance Committee and Outreach & Communication Committee. Click [here](#) to access the Outreach & Communication Committee Training. Click [here](#) to access the Budget & Finance Committee Training.

\*\* All SGC Websites must be in compliance with Georgia Sunshine Laws. Make sure your SGC website is updated with this year's council member information. Be sure that agendas, summaries of action, approved meeting minutes and your annual calendar of meeting times have been posted.

\*\*\* All newly elected SGC members must attend training and non-FCS employees must be background checked (these checks occur on-site during trainings). New members can sign-up for training by visiting: <https://www.signupgenius.com/go/10c094aada923a1fd0-fall4>

\*\*\* All officers are invited to attend training specifically tailored to the Chair, Vice Chair and Parliamentarian roles. You can register for this training by visiting: <https://www.signupgenius.com/go/10c094aada923a1fd0-sgcofficer1>

\*\*\* The Governance & Flexibility Team will be hosting its second district-wide school governance conference "Join the Journey" on Saturday, September 21<sup>st</sup> from 8:00am until 12:30pm at Riverwood High School. Look for Save the Dates and RSVPs to come out to SGC members in early May!