

# MINUTES

## Paul D West Middle School: School Governance Council

Date: October 31, 2019

Time: 4:53-5:35

Location: Media Center

### SGC Members:

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

Ms. Ragland Vice Chair SY 2019-20  
Ms. Lazenby, parliamentarian

Ms. Bess, Parent  
Ms. Ponder, Community Partner  
Mr. Strozier, Community Partner

### Meeting Norms:

Start and End on Time                      Be Respectful of Others' Opinions                      Work for the Good of All Students

Time		Owner
4:45pm	<p>Action Item: Call to Order</p> <p>Ms. Lewis made the motion to call the meeting to order at 4:53. Ms. Bess seconded the motion. None opposed</p> <p>Present: Dr. Stephens, Ms. Ragland, Dr. Thomas, Ms. Lazenby, Ms. Lewis, Ms. Bess – new Parent Member.</p>	Ms. Lewis
4:47pm	<p>Action Item: Approve Agenda</p> <p>Ms. Lazenby motioned that the agenda be approved with flexibility. Ms. Lewis seconded. None opposed.</p>	Ms. Lewis
4:50pm	<p>Action Item: Approve June and August Meeting Minutes</p> <p>Ms. Bess motioned that August minutes be approved with the amendment of Ms. Lazenby's name from Mrs. to Ms. Ragland seconded. None opposed</p>	Ms. Lewis
4:55pm	<p>Discussion Item: Review Meeting Norms</p>	All Members
4:57pm	<p>Public Comment:</p> <p>One public comment submitted through our online form concerning tutoring. Impact Church provided us a list of people interested in serving and we are surveying them to see if they are interested in tutoring or mentoring.</p>	
5:07pm	<p>Action Item: Finalize SY 19 – 20 Council Make-Up (Vacancies, Officers, Committees)*</p> <p>Lewis motioned that Monique Bess be approved as the new Parent member to replace Mr. Wilcox. Lazenby seconded. None opposed.</p> <p>Lewis motioned that Orlando Strozier replace Wesley Bolden as the Tri-Cities Church, Community Partner representative to the Council. Ragland seconded. None opposed.</p> <p>Ragland volunteered to chair Finance Committee. Lazenby volunteered to be a member Lazenby</p> <p>Lewis volunteered to chair community outreach. Bess volunteered to be a member.</p>	Ms. Lewis

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5:12pm	Discussion Item: Review SGC Website**	Ms. Lewis
	Ms. Lewis presented the updated SGC website to the council.	
5:15pm	Discussion Item: Strategic Plan and Strategic Plan Monitoring Tool	Dr. Thomas
	<ul style="list-style-type: none"> <li>• Student Achievement – Providing just in time direct instruction by increasing the personalized feedback of teachers to students to ensure standards mastery and misconceptions. Implementing the school-wide interventions and supports around literacy, math and behavioral deficits by utilizing our MTSS framework.</li> <li>• People and Culture – Working with the school wide CT3 framework of no-nonsense nurturer to help with forming relationships, feedback, and coaching around changing the culture and climate of the building. Ensuring we have PBIS rewards and action plan toward behavior, academic, and cultural development.</li> <li>• Community Collaboration – Gaining more community partners to help support our homeless caseload, mentoring, and student achievement initiatives. Increasing our enrollment in Parent University (ESOL Liaison) to help Spanish speaking parents learn English to better support with additional skills, knowledge, and resources.</li> <li>• Fiscal Responsibility – Refining the budget based on county adjustments and resources provided through the district. This will be determined by Dr. Stephens.</li> </ul>	
5:30pm	Informational Item: Principal's Update	Dr. Stephens
	A. Review SP 2022 Survey Results	
	B. Milestones Updates	
	CCRP jumped from 45 to 63.8 from 2016 to 2019.	
	We are 1 person from being fully staffed. The new person is doing paperwork and should start on 11/16 or 11/17	
	We have 3 staff vacancies for G-Hall. Paperwork is being done to fill these positions	
	We have staffing attendance issues with 16 people out a day	
	Why?	
	<ul style="list-style-type: none"> <li>• Work hours of 8 to 5</li> <li>• Mental Health days not as easy to work with kids as it us to be. Monitoring closely those who are abusing the system</li> </ul>	
	Two pregnant that will be going out soon	
	County got a security grant. We've had a security assessment. We have security cameras but waiting on the hard drives to make them functional. Need gates at the front. Waiting for the security assessment to come back to review and make decision.	
	90 Day Plan what we are doing to support teachers so they can better support students to improve their outcomes. Started on 8/12 first day of school.	

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GADOE partnerships we are an intensive turnaround school GADOE ask us for what we need to enact our plan.

5:40pm Discussion Item: Set Next Meeting Agenda Ms. Lewis

November 20<sup>th</sup> update angel tree, glows & grows turkey giveaway, holiday food baskets, unpacking current data illuminate math and ELA, Coat Giveaway, Can Drive

5:45pm Action Item: Meeting Adjournment Ms. Lewis

Lewis motioned the meeting adjourn at 5:35. Ragland seconded. None opposed

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### Notes from the Governance and Flexibility Team

\* Reminder that up to three external (non-SGC) members can be added to 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.signugenius.com/go/10c094aada923a1fd0-fall4>