

# MINUTES

## Paul D West Middle School: School Governance Council

Date: November 20, 2019

Time: 5:02-5:45

Location: Media Center

### SGC Members:

Dr. Stephenson, Principal  
 Dr. Thomas, Assistant Principal  
 Ms. Lewis, Chair SY 2019-2020  
 Ms. Ragland Vice Chair SY 2019-20

Ms. Lazenby, parliamentarian  
 Ms. Best, Parent  
 Ms. C Anderson, Parent  
 Ms. Ponder, Community Partner

Mr. Strozier, Community Partner  
 Ms. Gayosso, Parent

### Meeting Norms:

Start and End on Time

Be Respectful of Others' Opinions

Work for the Good of All Students

### Meeting Minutes:

#### **Action Item**

#### **Owner**

#### **Action Item: Call to Order**

Ms. Lewis

Ms. Lewis called the meeting to order at 5:02 p.m.

Members & Staff present – Dr. Stephens, Dr. Thomas, Ms. Lewis, Ms. Ragland, Ms. Lazenby, Mr. Strozier, Ms. Gayosso, Ms Hickman (translator)

#### **Action Item: Approve Agenda**

Ms. Lewis

Ms. Lazenby made the motion that we approve the agenda and Ms. Ragland seconded.  
 None opposed.

#### **Action Item: Approve October Meeting Minutes**

Ms. Lewis

Ms. Lewis made a motion to approve the October meeting minutes. Ms. Lazenby seconded.  
 None opposed.

#### **Discussion Item: Review Meeting Norms**

All Members

Ms. Lewis reviewed the meeting norms with the members present.

#### **Public Comment**

No public comments were submitted through the SGC website and there were no members of the public present at the meeting.

#### **Discussion Item: Review SGC Website\*\***

Ms. Lewis

Everything is up to date except for Mr. Strozier's email which Ms. Lewis will get after the meeting.

#### **Discussion Item: Review results of Teacher Survey**

Ms. Lewis

The first question was should we move to schoolwide uniforms?

75% yes, 12% Maybe, 12% no. Will survey parents at the next parent meeting in January.  
 If we move to school uniforms, we will phase it in one grade level at a time with rising 6<sup>th</sup>-graders each year until all grade levels are wearing uniforms.

The other survey questions were open ended about what teachers would like to see from SGC. This feedback will be reviewed in our SGC committees to determine what falls under the SGC umbrella and what does not. We will then follow up with the teachers to let them know what is outside of our parameters and have them vote on their top three of the remaining items that we can do.

**Discussion Item: Strategic Plan and Strategic Plan Monitoring Tool**

Dr. Thomas

No new items to discuss.

**Discussion Item: Holiday Plans – Angel Tree/Thanksgiving Baskets**

Dr. Thomas

Thanksgiving baskets will be distributed on 11/21 from 9 to 12. Parents will be picking up in the gym to provide some level of privacy. We could not afford a turkey for each family this year, so they will receive a hen instead.

The Angel Tree will go up the first week in December right after we return from the Thanksgiving break. If there are any students not selected by staff we will use the donation from Tri-Cities to purchase things for those students so they won't go without. An email was sent to staff for help in identifying any students that may have had a change in their circumstances from the beginning of the year or new students that are not coded in our system yet.

**Information Item: Principal's Update**

Dr. Stephens

Cameras are now active. We have over 120 cameras inside and outside of the building. The new system has face recognition software. We can snap a picture of a person and the system can find and play back any place that person has been around the school.

All three previous SEC vacancies have now been filled. We have a new SEC vacancy due to a teacher's resignation. The paperwork is in process to fill this vacancy.

Both of our pregnant teachers have had their babies and are currently on leave, but should be back soon.

We are still waiting to receive the report from the security assessment.

**Discussion Item: Set Next Meeting Agenda**

Ms. Lewis

The next meeting is scheduled for December 18. We will review the audit if the results are in, glows and grows for Angel Tree and Thanksgiving baskets, parent survey and parent night, replacement for Southwest Keys now that their mentoring grant has expired, health fair.

**Action Item: Meeting Adjournment**

Ms. Lewis

Ms. Lewis motioned that the meeting adjourned at 5:39. Ms. Lazenby seconded the motion and none were opposed.

## Notes from the Governance and Flexibility Team

\* Reminder that an updated Strategic Plan Monitoring Tool must be posted to your SGC website by December 20, 2019

\*\* 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.

\*\*\* The Governance & Flexibility Team Twitter account is a great place to see the exciting things that are going on with school governance around Fulton! Give us and follow and tag us when your team is engaged in your work for the year!