



# AGENDA

## River Eves Elementary School Governance Council

*Date | time* 09/08/2023 | 7:15 am | *Location* River Eves ES Conference Room

(Katie Kenzie – Facilitator for County)

### SGC Members

Susan Gowin, Principal | Laura Lavoie, Appointed Staff | Malena Bisanti, Appointed Staff | Kathy Pace, Teacher | Rachel Robertson, Teacher | Melissa Cherian, Community Member | Laeticia Ake, Community Member | Beth Rosenbleeth, Parent | Alice Kudart, Parent | Katrina Betty, Parent | - absent

Time	Item	Owner
7:15 am	Call to Order Laeticia Ake call to order at 7:17	Betty
7:17 am	Action Item: Approve Agenda 1 <sup>st</sup> – Laura Lavoie 2 <sup>nd</sup> – Melissa Cherian All in favor	Betty
7:20 am	Action Item: Approve August Meeting Minutes Motion – Lavoie, 2 <sup>nd</sup> – Alice Kudart All in favor	Betty
7:22 am	Action Item: Finalize Council Staffing* 7:19 Motion – Beth Rosenbleeth 2 <sup>nd</sup> – Mary Pace All in favor	Betty
7:25 am	Discussion Items: SGC Council Development Opportunities (officer training, committee training)** Online training, officer training in person <b>One option: Officer Training 18<sup>th</sup> at Centennial at 5 pm</b>	Gowin Betty
7:35 am	Discussion Item: Determine SY23-24 Meeting Norms 7:22 - Silences Phones   Be Respectful of Others' Opinions   Work for the Good of All Students	

Time	Item	Owner
7:40 am	Information Items: Principal Update 7:23 – Gowin	Gowin
	<p>A. Semester Action Plan</p> <ul style="list-style-type: none"> <li>• Every year for Fulton County school</li> <li>• Set goals for school (based on data from last year)</li> <li>• --Relationship/Routine</li> <li>• Discipline (PBIS school, use to be distinguished) increase student’s participation, decrease ODR, ISS, and OSS days per 100 students by at least 5%</li> <li>• Attendance: increase 90% satisfactory attendance rate 92 to 95% (encourage use of 5 remote days per semester (parent travel for work, submitted ahead of time) – email Susan Gowin for approval</li> <li>• --Tier 1</li> <li>• Literacy (k-2) increase on or above grade level from 82-85% for diagnostic</li> <li>• Literacy (3-5) increase proficient or distinguished from 65-68% for GA milestone</li> <li>• Math (k-2) increase on or above grade level from 79-82% for diagnostic</li> <li>• Math (3-5) increase proficient or distinguished from 71-81% for GA milestone</li> <li>• Science – increase percentage of students in grade 5 performance from 60-63% for GA milestones</li> <li>• -Interventions</li> <li>• EIP – reading 71% of non special ed students who perform below in math will improve placement based on iready diagnostics</li> <li>• 70% reading non special ed students who perform below in math will improve placement based on iready diagnostics</li> <li>• 54% special ed students who begin year perform below grade level in reading based on iready diagnostics</li> <li>• ESOL – 100% grade 1 to 5 will meet or exceed typical growth 66<sup>th</sup> and higher - Measured by access</li> <li>• Rosenbleeth asked about training for teacher and other programs – Susan responds by we will cover it soon!</li> </ul>	
	<p>B. Perception Survey Results</p> <p>7:36</p> <p>Lots of 4<sup>th</sup> and 5<sup>th</sup> grade students took and some parents School building, safety, and security – question was misleading in how to answer</p> <p>Not many changes from this year and last year’s result</p> <p>Melissa asked when it was taken, Susan responded – March</p> <p>Comparable to rest of district</p> <p>Ask for parents to take survey – only way we can hear your feedback, county takes action based on surveys</p>	

Time	Item	Owner
	Positive feedback about weekly parents newsletter	
8:00 am	Discussion Item: SY23-24 Council Initiatives **** 7:42 Gowin Money spent as a council must be tied with goals \$65,145 (\$18,000 rolled over from last year, other schools \$40,000) Ideas <ul style="list-style-type: none"> <li>• Susan – can't buy people (STEM teacher), 95 Phonics Core – training was minimal, intervention materials for EIP in the past, want to pay for people to get more training (\$5000 to cover all teachers for in person training at our school)</li> <li>• Purchase one class set of STEM coach books \$600 (workbooks aligned to Milestones) for 5<sup>th</sup> grade. Pace – for science milestones, know all content and then apply to specific situation they are not familiar with, STAMINA, students will use it but not write in them but take notes on their own paper</li> <li>• Melissa asked about how often students will be using the coach book, Susan responds by saying that once the unit is complete, they do not revisit normally but now they will be by working with Mackenzie and Alexis</li> <li>• Lavoie - PBIS – discipline data – buying rewards for kids for prize cart/school store, end of year event</li> <li>• Book vending machine – kids can earn gold coins to pick their book (could tie with discipline, attendance)</li> <li>• Professional Development – stem conference where we can send some teachers to learn about standards and how to apply</li> <li>• Asked what can we not spend SGC money on (personal and must be tied to our goals)</li> <li>• Pace – PD for PBIS</li> </ul>	45 All Members
8:10 am	Discussion Item: Charter Dollar Expenditure Proposals Goal is for everyone to bring 2-3 ideas on how to use funds 8:15 – Susan needs to leave	Gowin/Lavoie
8:20 am	Discussion Item: Draft Next meeting Agenda Voting for next meeting (Charter Dollar Funds) Superintendent advisory council update	Betty/Lavoie
8:30 am	Action Item: Meeting Adjournment 8:17 Motion – Pace 2 <sup>nd</sup> – Melissa All in favor	Betty

---

## Meeting Norms

---

### Silences Phones | Be Respectful of Others' Opinions | Work for the Good of All Students

\* Finalizing Council Staffing: Please ensure all member updates have been submitted to the Governance & Flexibility Team using the Council Information Form.

\*\* SGC Council Development Opportunities: Reminder that all new members must complete New Member Onboarding and council officers are expected to attend Officer Training. See the [Training Sessions tab of the Charter System website](#) for more information.

\*\*\* SY23-24 Council Initiatives: Begin discussions to determine the focus of the council's upcoming work. Lean on your school's Semester Action Plan to ensure the work of the council is aligned with the goals and initiatives being targeted by the school leaders. Task the council with prioritizing 1 – 2 initiatives the SGC could lead or support throughout the year.

## Notes and Reminders

Below are some tips and additional details about the items listed on the first page of this document.

\* **Setting the date, time, and location of your meeting:** It is a great idea to set your meeting schedule for the entire fall semester (if not the entire year) at your first meeting. Get this information posted at your school and on your SGC website and you will have already covered many requirements of the Open Records and Meetings Laws. It is important that SGC meetings are scheduled outside of school hours so that staff members can attend if they would like to do so. If your meetings will be held virtually, make sure to include a link so that members of the public are able to view the meeting on-line.

\* **Action items:** All action items require a motion, a second and a vote (even seemingly simple things like the agenda and meeting minutes need to be voted on). Remember that principals and student members are not voting members, so even if they are designated as an owner of an action item, the voting members of the council will be responsible for motioning, seconding and voting on the item.

\* **Discussion items:** These are agenda items that solicit feedback from council members. They do not require a vote.

\* **Informational items:** It is common for councils to receive updates throughout the school year related to the day-to-day management of the school or district happenings. Informational items are usually meant to keep the council up to date on important topics even if they do not fall under the purview of the council. These items do not require a vote.

\* **Running the first meeting:** Note that in this agenda the principal runs most of the meeting until the point at which officers are elected and the newly elected chair takes the lead. This is a great practice as there will not technically be a standing chair at the beginning of the first meeting of the year. (Note: if the previous chair is still sitting on the council, they are welcome to run the beginning of year meeting until a new chair is elected)

\* **Staffing your committees:** Remember that all SGC members should be a part of at least one committee. The Budget and Finance Committee and the Communications and Outreach Committee require a Chair (any voting SGC member), the principal, three voting SGC members and can have up to three additional SGC or external members. Also, every school needs a Principal Selection Committee regardless of whether they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.

\* **Nominating a representative for the Superintendent's Parent/Community Advisory Council:** All schools are asked to select a representative to serve on the Superintendent's Parent/Community Advisory Council. This group meets monthly with the superintendent to provide feedback and receive updates on important issues affecting FCS schools and local communities. Meeting dates/times/locations will be sent out to representatives prior to the first advisory council meeting. If a representative is unable to attend a meeting, another member of the council can attend in their place.

\* **Drafting your next meeting agenda:** It is a best practice to draft an agenda for your next meeting at the end of each meeting to help your council plan its upcoming work. If unforeseen events require a council to modify the agenda, the council can simply edit the agenda and vote to approve the modified agenda at the beginning of the next council meeting.