



# SUMMARY OF ACTIONS

Birmingham Falls Governance Council

Date 4-12-24 | Time 7:15 AM | | Location Conference Room

## SGC Member Attendance:

Don Webb, Principal	X	Natasha Sanford, Staff (Parliamentarian)	X
Joshua Masters		Emily Evangelista, Staff	X
Tracy Drye, Parent (Chair)	X	Jenny Hillman, Staff	X
Melissa Morris, Parent	X	Brooks Johnson, Staff	
Lindsey Weaver, Parent	X		
Rebecca O'Meara, Parent	X		

Guest Attendance: N/A

## Action Items:

Motion	Time	By Whom	Second By	Voting Results
Meeting called to order	7:15 AM	Emily Evangelista	Melissa Morris	Unanimous
Motion to approve April Agenda	7:16 AM	Melissa Morris	Rebecca O'Meara	Unanimous
Motion to approve February Meeting Minutes	7:17 AM	Emily Evangelista	Jenny (Dorothy) Hillman	Unanimous
Motion to approve Next Meeting Date: May 15 at 7:15 am	7:51 AM	Melissa Morris	Emily Evangelista	Unanimous
Meeting adjourned at 7:52 AM	7:50 AM	Rebecca O'Meara	Jenny (Dorothy) Hillman	Unanimous

## Informational and Discussion Items:

1. **Informational Item: PTO Update**
  - Teacher Appreciation Week April 15-19
  
2. **Informational Item: Updates about BFES: (Mr. Webb's Words)**

- Hired all teachers for next school year – We are ready to go for FY24-25
- Theme for next school year – bringing to leadership.
- We will continue with the Dens.
- GMAS April 29-May 10 – add blurb to Principal Newsletter
- May – SGC members should be announced.

### **3. Informational Item: Focus Project**

- Student paper questionnaire – 2 versions presented

#### **Ideas presented:**

- Grades K-2 (10 questions – 2 minutes a question) -May be tricky to get valued feedback from students under age 8.
- Grades 3-5 Lunch bunch/focus group. It is better for students to respond to in writing to open-ended questions.

#### **Decisions Made:**

- **Grades K-2** – During morning meeting teachers have a discussion with their students about their feelings on our school.
  - What do you like about our school?
  - What is something you want to change about our school?
  - What is missing from our school?
  - After morning meeting teachers will complete a form based on student responses.
- **Grades 3-5** - individual questionnaire which includes open-ended questions for written responses. A form will be created and shared with students to complete.
  - 3 Open ended questions
    - 1.What do you like about BFES?
    - 2.What do you dislike?
    - 3.What do you want to change about BFES?
- Mrs. Drye and Mrs. Morris will compile data and share it at our next SGC meeting.

### **4. Discussion Item: Create Next Meeting Date:**

- Next meeting Wednesday, May 15 at 7:15 AM