



MEETING MINUTES

Lake Windward Governance Council

Date | time 8/23/2024 | 7:00am | *Location* PLC Room

SGC Member Attendance

Julie Morris, Principal	ü	Susan Kimani, Parent	ü
Kelly O'Connor, Appointed Staff	ü	Sierra Gritz, Parent	ü
Kristen McNeely, Teacher	ü	Meghan Davidson, Parent	
Christina Nickel, Teacher	ü	Shannon Bontrager, Community Member	ü
Jan Palermo, Appointed Staff	ü	Tarran Craver, Community Member	

Guest Attendance: Katie Kinsey and Kibbey Crumbley (via Teams)

7:03am	Call to Order	Julie Morris
7:12am	Action Item: Approve Agenda	Julie Morris
7:12am	Action Item: Approve May Meeting Minutes	Julie Morris
7:13am	Action Item: Elect New Officers (Chair, Vice Chair, Parliamentarian)	Julie Morris
7:18am	Action Item: Staff Standing Committees	Chair
7:27am	Discussion Item: Results from the SGC Council Self-Assessment	Julie Morris
7:31am	Discussion/Action Item: Charter Dollar Expenditure	Julie Morris
7:38am	Information Item: Principal's Update	Julie Morris
8:07am	Action Item: Meeting adjournment	Chair

Meeting Minutes

7:03- Julie - Call the meeting to order
Announcement this week – introduced Dr. Crumbley via Teams.

Dr. Crumbley – Thank you for the work, Mrs. Morris, that you have done for Lake Windward and with the SGC over the years.

What happens next?

Today you will vote on who will be on which subcommittee within the SGC. One of the subcommittees will join the interview process for candidates that have been vetted for Lake Windward's next principal.

Review of candidate timeline

Lake Windward ES Principal Selection timeline:

Monday, August 19, 2024 – Email the new principal survey to parents/guardians and teachers/staff.

Monday, August 26, 2024 – LWES New Principal Survey closes at 7pm. Sign-ups for Focus Groups close at 7pm.

Wednesday, August 28, 2024 – Parent Focus Group 9:30am, Staff/Teacher Focus Group 2:45pm via TEAMS.

Wednesday, September 4, 2024 – Candidate Interviews. Finalist is selected.

Monday, September 9th, 2024 – Finalist interviews with Superintendent Dr. Mike Looney.

Tentative: Candidate recommended to the FCS Board of Education at the September 10th meeting.

If approved, our new principal will (tentatively) start on Monday, September 23rd.

Does anyone have any questions about this timeline?

SGC does not have any questions for Dr. Crumbley.

7:12- Motion to approve agenda – McNeely motions and Palermo seconds

Motion Nickel to approve May minute and Sierra seconds

7:13- There are three roles, chair, vice chair, and parliamentarian. We need one member to represent each role.

Any nominations for chair? – Kelly nominates Jan Palermo for chair

Any other nominations for chair? – No

Jan, do you accept the nomination?

Any nominations for vice chair? McNeely nominates herself for vice chair

Any other nominations for vice chair? – No

McNeely accepts the nomination

Any nominations for parliamentarian?

Jan and McNeely nominate Kelly O'Connor

Any other nominations for parliamentarian? – No

Kelly O'Connor accepts the nomination

7:17- Can I have a motion to vote on our new officers. Shannon motions, Nickel seconds.

All in favor? Unanimous

Any opposed? No

7:18

Katie Kinsey

Four Members can join the interview committee for the new principal.

Chair is automatically on a member. Jan Palermo

We like a mix of teachers, parents, and community members.

Susan Kimani and Shannon Bontrager both volunteer to be a part of the committee.

Kristen McNeely will be the teacher representative.

Budget and Finance or Communication and Outreach

Communication Outreach members: Christina Nickel, Jan Palermo, Kristen McNeely, Susan Kimani

Budget and Finance members: Sierra Gritz, Kelly O'Connor, and Shannon Bontrager

Susan and Sierra volunteers to be the representatives for the Superintendent's Parent/Community Advisory Council.

7:26- Do we have motion to approve staff standing committees? Jan motions and McNeely seconds

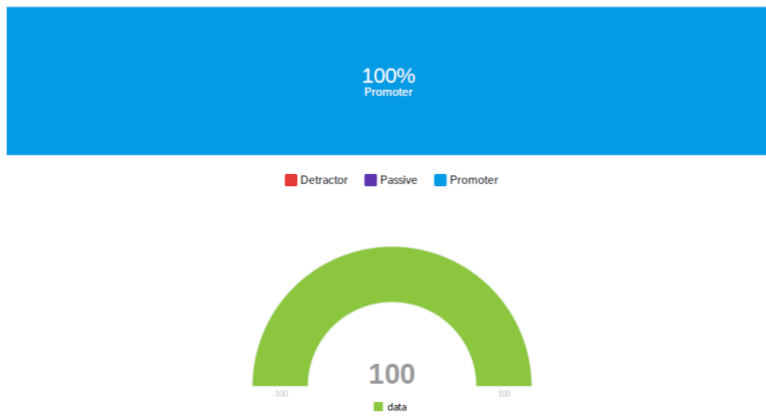
All in favor? Unanimous

All opposed? No one

7:27- Julie shares results from the SGC Council Self-Assessment

Q3 - On a scale from 0-10, how likely are you to recommend serving on a school

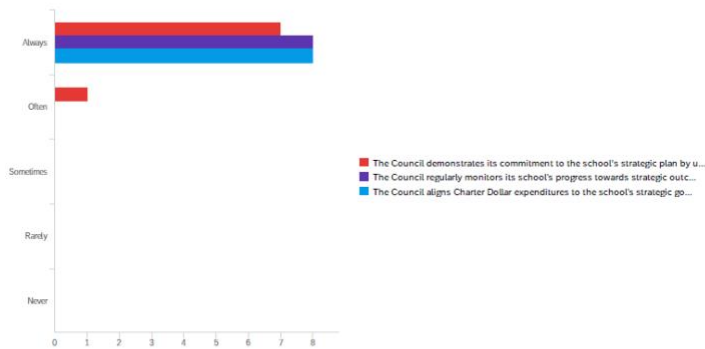
governance council to a friend or colleague?



Q4 - Creating and monitoring a strategic vision for education at the school Please select

the response that best indicates how often the following statements are true for your

council.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	The Council demonstrates its commitment to the school's strategic plan by using the plan to guide its actions.	1.00	2.00	1.13	0.33	0.11	8
2	The Council regularly monitors its school's progress towards strategic outcomes.	1.00	1.00	1.00	0.00	0.00	8
3	The Council aligns Charter Dollar expenditures to the school's strategic goals and initiatives.	1.00	1.00	1.00	0.00	0.00	8

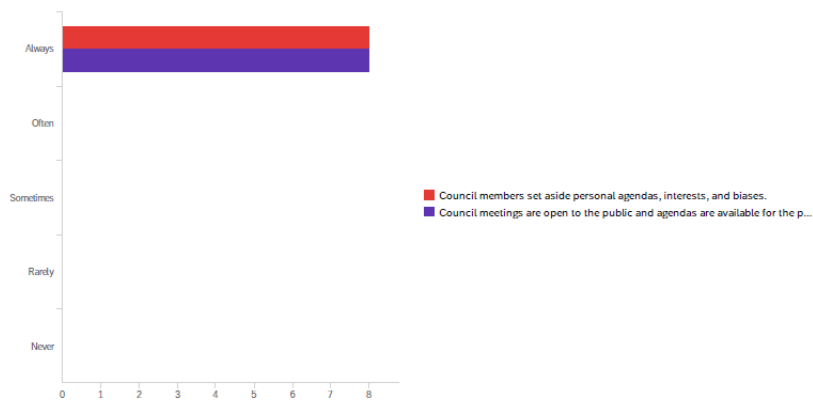
#	Field	Always	Often	Sometimes	Rarely	Never	Total
1	The Council demonstrates its commitment to the school's strategic plan by using the plan to guide its actions.	87.50% 7	12.50% 1	0.00% 0	0.00% 0	0.00% 0	8
2	The Council regularly monitors its school's progress towards strategic outcomes.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8
3	The Council aligns Charter Dollar expenditures to	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8

#	Field	Always	Often	Sometimes	Rarely	Never	Total
	the school's strategic goals and initiatives.						

Showing rows 1 - 3 of 3

Q5 - Operating legally and ethically Please select the response that best indicates how

often the following statements are true for your council.



#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Council members set aside personal agendas, interests, and biases.	1.00	1.00	1.00	0.00	0.00	8
2	Council meetings are open to the public and agendas are available for the public to review.	1.00	1.00	1.00	0.00	0.00	8

#	Field	Always	Often	Sometimes	Rarely	Never	Total
1	Council members set aside personal agendas, interests, and biases.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8
2	Council meetings are open to the public and agendas are available for the public to review.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8

Showing rows 1 - 2 of 2

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
1	Council members are engaged in strategic decision-making.	1.00	1.00	1.00	0.00	0.00	8

#	Field	Minimum	Maximum	Mean	Std Deviation	Variance	Count
2	Council members adhere to the approved meeting agenda and meeting norms.	1.00	1.00	1.00	0.00	0.00	8
3	Council members actively participate in meeting discussions.	1.00	1.00	1.00	0.00	0.00	8
4	The Council seeks diverse viewpoints and input from its stakeholders when making decisions.	1.00	1.00	1.00	0.00	0.00	8
5	The Council keeps its stakeholders well-informed of Council work.	1.00	1.00	1.00	0.00	0.00	8
6	The Council uses its committees to distribute the work of the full Council.	1.00	2.00	1.38	0.48	0.23	8
7	Council members understand the role of the chair, vice chair, and parliamentarian.	1.00	1.00	1.00	0.00	0.00	8
8	The Council officers effectively facilitate the full work of the council.	1.00	1.00	1.00	0.00	0.00	8

#	Field	Always	Often	Sometimes	Rarely	Never	Total
1	Council members are engaged in strategic decision-making.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8
2	Council members adhere to the approved meeting agenda and meeting norms.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8
3	Council members actively participate in meeting discussions.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8
4	The Council seeks diverse viewpoints and input from its stakeholders when making decisions.	100.00% 8	0.00% 0	0.00% 0	0.00% 0	0.00% 0	8

7:31- Charter Dollars

Our charter dollars have come in. Back in February, we decided to use a big portion of our money to purchase a paraprofessional that pushes in to classrooms for small group instruction. We also discussed to use the charter dollars to supplement for instructional materials, supplies, and resources.

Julie suggests the money to be used for instructional materials, supplies and resources. Any thoughts or suggestions?

McNeely asks if a portion could be used for field trips due to buses being so expensive.

Julie- That would fall under that category and would essentially be up to the new principal.

Shannon – I think this is a legitimate need, due to using the money for a position to start in the beginning of the school year.

7:37-

Jan – Can I have motion to move to use the charter dollars for instructional materials, supplies, and resources.

Sierra motions, and Shannon seconds.

All in favor? Unanimous

7:38

Principal's Update
Staffing changes

The county adjusts staffing based on the 10-day count. We are 33 students higher than our projections, but it has not changed any of our staffing numbers. As far as staffing changes, we lost a Kindergarten para, but the position was frozen, so we will not be losing a staff member. We lost a 0.2 TAG position, but due to projection, we hired to prepare us for that. Shared PowerPoint of new staff members at Lake Windward.

7:46

Strategic Plan

There will be a form to fill out to help guide our strategic plan. A possible way to start this is to work with your leadership team on coming up with strategic plan goals such as enhancing performance for all students. We choose a metric such as Milestones Proficiency for ELA or Math. You can always choose to maintain a goal within your metrics. Other goals include ensuring impactful programming, strengthen work force engagement, utilize fiscal resources effectively, and deepen community connections.

An area we can consider is Grant Awards under utilizing fiscal resources effectively. We've had a few members write grants in the past, but we have not placed a focus on it to gain more resources at our school.

Once goals and metrics have been set, then we focus on what progress metric we will choose to reach our goal. This is just an outline on how I'd do it, but it will be up to the new principal to have a hand in this work.

When is the strategic plan due? It is due November 1st to the district.

7:56

Upcoming School Events

Back to School Bash is tonight. PTO has put together an amazing calendar for the year. Events to look forward to this fall are movie night, international night, and possibly a talent show.

8:02

Next Meeting Agenda

Next meeting will be on September 23rd.

-Strategic Plan

-New principal intro. If we do not have a principal yet, the AP could fill in.

8:07

Jan – May I have motion to adjourn?

Nickel motions, and Kimani seconds

Next Meeting:

September 27th at 7:00am