Paul D. West Middle School

Where improvement is a process, not a destination

24-25 School Governance Council

Date: 9/18/2024 Time: 5:00 p.m. – 6:00 p.m. Location: MS TEAMS

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

Membership	Parent	Parent	Parent	Teacher	Teacher	Principal Appointed	Principal Appointed	Community	Community	Non-Voting Member
Name	Christine (Christy) Taylor 6/30/26	Brittani Thorton 6/30/25*	Maria Stephens 6/30/25*	Shanna Van Ness-Acrum 6/30/26	Ms. Session 6/30/2025	Joan Gage 6/30/26	Joseph Geib 6/30/25*	Tyler Rouse 6/30/26	Jennifer Person 6/30/25*	Dr. Darrell Stephens
Board Position	Member	Member	Member	Chair	Member	Parlementarian	Member	Vice Chair	Member	Non-Voting Member
	x		x	x	x	x	x	x		x

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Meeting Start

5:00 PM – Call to Order

The meeting was called to order by the Chair.

Action Items:

5:02 PM – Approval of Agenda

- Motion to approve the agenda with corrections.
- **1st**: Mr. Geib
- **2nd**: Mr. Rouse
- Motion passed unanimously.

5:05 PM – Approval of August Meeting Minutes

- Motion to approve the minutes of the August meeting.
- **1st**: Mr. Rouse
- **2nd**: Ms. Session
- Motion passed unanimously.

Discussion Items:

5:10 PM – Review of Meeting Norms

- The meeting norms were reviewed and kept the same by all members.

5:15 PM – Reminder of New Member Onboarding

- All new School Governance Council (SGC) members are required to complete onboarding training. This asynchronous online training introduces Fulton County's approach to education

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	x		x	x	x	x	x	x		x

Minutes

and the flexibility of the Charter System. It covers council roles, responsibilities, and strategies for effective meetings.

- SGC Officers (Council Chairs, Vice-Chairs, and Parliamentarians) are required to complete Officer Training unless completed in previous years.

Training Dates:

- **09/18/23** – Centennial High School (5:00 PM - 6:30 PM)
- **09/19/23** – North Learning Center (10:00 AM - 11:30 AM)
- **10/17/23** – FCS Administrative Building (10:00 AM - 11:30 AM)

5:20 PM – **Action Item: Vacancies on the Council**

- There is one parent position vacancy.
- Dr. Stephens nominated Brittani Thornton for the role.
- Motion to accept the parent nominee.
- **1st**: Ms. Session
- **2nd**: Mr. Geib
- Motion passed unanimously.

5:25 PM – **Finalize Council Staffing**

- A final reading of the council staff was presented.

5:30 PM – **Cross-Council Meeting**

- Volunteers for the Cross-Council Meeting: Dr. Van Ness and J. Gage.

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	x		x	x	x	x	x	x		x

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5:35 PM – Budget and Finance Committee

- No business or report from the Budget and Finance Committee.
- Committee Members:
  - **SGC Chair**: Shanna Van Ness-Ancrum
  - **SGC Member**: Joan Gage
  - **SGC Member**: Tyler Rouse
  - **SGC Member**: Maria Stephens
  - **External Member**: Charline Rogers (Possibly the bookkeeper)

Communication & Outreach Committee

- No business or report from the Communication & Outreach Committee.
- Committee Members:
  - **SGC Chair**: Shanna Van Ness-Ancrum
  - **SGC Member**: Joan Gage
  - **SGC Member**: Joseph Geib
  - **SGC Member**: Tyler Rouse
  - **SGC Member**: Christine Taylor
  - **External Member**: Martha Hickman (Parent Liaison)

Principal's Update:

5:40 PM – Dr. Stephens reported on the following strategic initiatives:

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	x		x	x	x	x	x	x		x

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- Students are currently working with Focused Notes.
- AVID staff has undergone training.
- The first student of the month has been recognized for the year.
- Current enrollment: 811 students (subject to fluctuation).
- One teaching vacancy remains, specifically for a Spanish-speaking instructor to teach three grade levels.
- **Attendance Initiative**: Students missing less than two days are eligible to participate in PBIS rewards.
- Charter Fund Request Form has been sent out for feedback on school needs.

Proposed Charter Fund Allocations:

- **PBIS**: $10,000
- **School Uniforms**: $10,000 (for the current year and 2025-2026)
- **Staff Wellness and Emotional Stability**: $10,000
- **Innovation in Instruction**: $10,000

5:50 PM – Action Item: Approval of Charter Fund Allocation

- Motion to approve the Charter Fund Dollars as aligned with the strategic plan.
- **1st**: Mr. Geib
- **2nd**: Ms. Stephens
- Motion passed unanimously.

5:55 PM – Council Self-Assessment and Strategic Initiatives

- A presentation highlighted the results of the 2024 Council Self-Assessment.

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Minutes

Meeting Adjournment

6:00 PM – The meeting was adjourned by the Chair.