



# SUMMARY OF ACTIONS

Birmingham Falls Governance Council

Date 2-28-25 | Time 7:00 AM | Location Conference Room

## SGC Member Attendance:

|                            |   |  |   |
|----------------------------|---|--|---|
| Don Webb, Principal        | X | Natasha Sanford, Staff (Parliamentarian) | X |
| Tracy Drye, Parent (Chair) | X | Adrienne Ambrose, Staff                  | X |
| Lindsey Weaver, Parent     | X | Jenny Hillman, Staff                     | X |
| A.J. Calloway, Parent      |   | Jenny Whitmer, Staff                     | X |
| Will Hunter, Parent        | X | Melissa Morris, Community Member         | X |

**Guest Attendance:** Andrea Rountree – overhear budget, Tiara Atkinson, PTO President Laura Kendall

## Action Items:

| Motion  | Time    | By Whom        | Second By     | Voting Results |
|---|---------|----------------|---------------|----------------|
| Meeting called to order                           | 7:15 AM | Lindsey Weaver | Will Hunter   |                |
| Motion to approve February agenda 2025            | 7:16 AM | Lindsey Weaver | Jenny Hillman | Unanimous      |
| Motion to approve December meeting <i>minutes</i> | 7:16 AM | Lindsey Weaver | Jenny Hillman | Unanimous      |
| Motion to approve budget                          | 7:47 AM | Melissa Morris | All in favor  | Unanimous      |
| Meeting adjourned at 8:20 AM                      | 8:20 AM | Lindsey Weaver | Jenny Hillman | Unanimous      |

## Informational and Discussion Items:

### 1. Informational Item: Webb's Words

- Mrs. Slewitzke was approved as principal for Summit Hill Elementary. She will begin her position on March 10, 2025.
- The principal position for our school was posted on Friday, February 21 (45 people interested in the position) There will be a team who will interview the prospective assistant principal.
- Friday, February 21 – Mr. Webb announced to staff we are looking for the right fit for our school and we do not need to fulfill the assistant principal position this school year.
- Responsibilities will be divided up amongst our administration team. One challenge is organizing the GMAS testing.

- There is the potential of having a substitute assistant principal for the remainder of the school year and then hiring an assistant principal in the summer.
- Mr. Webb asked SGC: *What do you look for in an assistant principal?*
  - Connect with the students and staff.
  - Being able to handle discipline issues.
  - Taking the time to find the right fit is appreciated.
- Mr. Webb - *We are looking for someone who is knowledgeable in elementary curriculum, good communication with children and parents, making them feel important, can work for a community that has high expectations and participate in special education meetings; knowing the rights that parents/families have.*
- International Night was amazing – February 21, 2025.
- Kindergarten Round-up – March 7, 2025 – Communication about this event sent through newsletter and social media.
- There will be an email sent to 3-5<sup>th</sup> grade parents – about what happens if your child does pass the GMAS reading in 3<sup>rd</sup> and for 5<sup>th</sup> grade if you don't pass the reading and/or math. It is rare that a child is retained if they do not pass unless a conversation has been held prior. There is an option to go to summer school if you do not pass the Georgia Milestones. If you do not go to summer school your transcript will say 'placed' in middle school. We find out our level 1 scores rather quickly.

## **2. Informational Item: PTO Update**

- International Night went great
- 5<sup>th</sup> grade planning meeting
- PTO meeting today
- Sprint to Finish:
  - Working with PBIS for Den Day/Pep Rally - March 14
  - Lunch for the staff sponsored by Chick-fil-A – March 14
  - Spring Bookfair – Week of March 17
    - Grandparent Lunch on Wednesday & Thursday
  - Bobcat Leader Lunches –Tuesday, March 18
  - Teacher Appreciation Week April 21-25
  - Movie Night - TBD
  - Golf Tournament – November 10, 2025

\*County PTO Call – Mrs. Drye

- Consideration of phone policy change K-8 phone ban & watches.
- Feedback requested from parents on the *Student Bill of Rights*
- K9 Dogs trained
- 8 vacancies for school officers

## **3. Action Item: Review Budget and Motion to Approve Budget**

- 8.5 Million – 95.4% spent on salaries
- Changes from '25 to '26:
  - Decrease by one Administrative Assistant

- Increase one MTSS/SST/504 position – Move Tiara Atkinson to this position. There is potential for grad coach to be surplus here. Many of these grad coaches are being put into counseling positions.
- Decrease by one Special Education position. All of these teachers have been communicated with, and they know that one of them will be surplus.
- Increase by one AU support teacher. AU K-1 teacher, AU 2-3 teacher, AU 4-5 teacher. If you (surplus Special Education teacher) want to stay here there is a 2-3 AU position.
- The district provides all schools with a flex position – Hire a single teacher however you would like to allocate this. Last year an Administrative Assistant was hired. This position is being funded by the district next school year in the MTSS/SST/504.
- Decrease by 1 Media Center paraprofessional – This position is no longer funded by the district. This position has allowed for 2 days of computer lab and support with other Media related responsibilities.
- Plan for FY '26 – using the Flex position for a CTAE (Career Technology Agriculture Engineering - \$120,603). The reason behind this is it will give students a 5<sup>th</sup> special, teachers will get a 5<sup>th</sup> planning. This will also be meaningful when thinking about careers in the future. A curriculum does come with this CTAE position. It will focus more on coding, gardening, entrepreneurship, & career exploration. Students do earn a grade. (This position interlocks with what the parents would like per focus group conversations.)
- We will have a plan for students to get Media and Guidance class once a month. This will give teachers 2 more planning sessions.
- Also, this will allow our guidance counselor to be available for our students. Since she will not be teaching for one week straight.

Budget 8.5 million to 8.2 million – Fluctuates depending on movement with COSA.

- We had 30 students accepted to come to our school. However, once the parents realize that they must provide transportation they may retract their decision.
- Each year we are given 4 custodians – Typically we trade 2 of these positions in and this gives us (120K) because it is difficult to hire 2 full-time custodians to come here. We hire a company and this saves us (23K) and the company comes in at night to clean our school.
- A .5 EIP teacher was added. In the past we used our charter dollars to purchase this. This year we earned .6 and this equals one teacher. This position would be used to help support students, early intervention segments in the mornings and teach 2 different math classes so that a teacher would not have to teach 2 levels of math. (Requesting that 44K go towards this position.)

Non-Personnel accounts for 4.6% of budget (\$320,353). This is money to run the school i.e.

- Supplements for Department Chairs and Grade-Level Chairs total approximately \$33,830. (10.5% of non-personnel dollars).
- Textbook inventory supplement
- Copiers total: \$12,700 – 4 copiers (4% of non-personnel dollars)
- Social Media/Website
- Staff Development \$25,000

Budget locks on Friday, March 7

- We could have window of time in June/July to make adjustments in positions only.
- Carry-over of 30K which is 10% of '25 budget. We should get these funds in mid-September. This would give us \$60K and once charter dollars are received it would bring us 100K to run our school.
- Staff – We will have the same number in our building.
- We interviewed for a teaching position yesterday (Grade 4).
- In the end we will have one AU position to fill.

**4. Discussion Item: Informational/Discussion Item: SGC Election Process Update**

- Parents and teachers are expressing interest in being on SGC for the '26 school year.

**5. Discussion Item: Create March Meeting Agenda**

- Next SGC Meeting Friday, March 28 at 7:15 AM
- Following SGC Meeting Friday, May 16 at 7:15 AM