



SUMMARY OF ACTIONS

Birmingham Falls Governance Council

Date 9.19.25 | Time 7:15 AM | | Location Conference Room

SGC Member Attendance:

Don Webb, Principal	X	Natasha Sanford, Staff (Parliamentarian)	X
Jenny Hillman, Chair	X	Ryan Hotaling, Staff	X
Laura Kendrall, Vice Chair	X	Jennifer Whitmer, Staff	X
Will Hunter, Parent	X	Laura Van de Sype, Parent	X
AJ Calloway, Parent	X	Kara Eldridge, Parent	X

Guest Attendance: Melissa Morris, PTO President, Katie Lawson (Kinsey)

Action Items:

Motion	Time	By Whom	Second By	Voting Results
Meeting called to order at	7:15 AM	Laura Kendrall	Jenny Whitmer	
Motion to approve September agenda	7:15 AM	Laura Kendrall	Jenny Whitmer	Unanimous
Motion to approve August meeting <i>minutes</i>	7:15 AM	Laura Kendrall	Jenny Whitmer	Unanimous
Motion to approve Strategic Plan	7:33 AM	Laura Kendrall	Jenny Whitmer	Unanimous
Meeting adjourned at	7:54 AM	Will Hunter	AJ Calloway	Unanimous

Informational and Discussion Items:

1. Informational Item: Webb's Words

- Staff Update
- Kept all general education classes/staff members
- 10-day count - We were not impacted.
- Adding an autism classroom – We are interviewing candidates to teach this class.
- We currently have 3 AU classrooms, and we are adding a 4th AU classroom.
- Our AU classrooms are going very well, and we want to make sure to keep that going. We are being selective in our hiring process to find someone amazing.

- Interviewing for a special education 2nd grade position.
- Mrs. DeSimone is out on maternity leave and will spend the rest of the school year home with her baby.
- The 2nd grade SPED position would be in Ms. Morrison's class. We are looking to hire someone for this.
- We are interviewing for autism paraprofessional position.
- Mr. Webb has made a recommendation for this position. Hopefully this para will begin in mid-October.
- Ad Staff meeting update – We rank 3rd in level 3s and 4s for GMAS Reading and Math scores. Lake Windward and Creekview are number 1 and number 2. We are proud of these accomplishments.
- Does anyone have any questions about our school? If you have any questions about how things are run, please feel free to bring them up here at SGC. Mr. Webb is happy to answer the questions and consider suggestions.

2. Informational Item: PTO Update

- Membership Drive – PTO has raised \$32K in total from our families, if you add in business partners we've raised \$46K. This is low when compared to Summit Hill Elementary who has raised \$150K. We have 1/3 of our families participating.
- Mrs. Morris is coming up with incentives to help raise more money. *i.e. pie in the face, kiss donkeys*
- Alpharetta Elementary has raised 60K.
- Mr. Webb – What is it that we don't have at our school that we need? What are we doing with this \$150K?
- Mrs. Morris – Some of the funds would go towards sound proofing.
- Mrs. Kendall – the PTO operating budget is \$120K and this includes the: Sneaker Ball (March 21) – Night for Bobcat ladies and their VIP guests.
- Mr. Webb – It is important to share how the funds are being allocated *i.e. PTO events, electricity for signage.*
- Book Fair September 29 – October 3 (Grandparents Lunch will be October 1 and October 2)
- Boo Bash \$910 in sales so far, we are behind in raising funds.
- Milton is hosting their homecoming event on this date.
- Raffle baskets – Each grade level has a themed basket. *i.e. 5th grade theme is Sports.*
- Moes provided monies back to our school after spirit night.
- Smash burgers in October
- Mother Son Kickball November 7
- Golf Tournament November 10
- PTO lunch hosted by a 5th grade family today
- International Night in February
- September 26th – Restock Trolley – This is new this school year. Ice cream floats and replenish classroom supplies *i.e. sticky notes, pencils, pens*
- PTO purchased 48 safety bags for Mrs. Huffman – school nurse.
- PBIS Shirts were purchased.
- PTO Meeting October 31

3. Action Item: Approve BFES Strategic Plan

- Graduation rate goal 95% - Our Zone 7 has a goal of 97.10%. This is a 5-year goal.
- District Goal = 80% at or above reading at grade level
- BFES 83.1% Milestones proficiency. We are working to get more 3s and 4s.
- Enhance performance in Math by getting more level 3s and 4s. Last year we reached 85% and our goal was 88%. This year our goal is 90%, which is typical growth.
- Ensure impactful programming – Remedial/EIP - Students in EIP for reading 15% scored 3s and 4s... some students did earn a level 2. 19 students in EIP...we would need 1 more student to get 6% more. The goal is now accelerated growth. We have paid for an additional half time EIP teacher.
- Office Referrals - Two years ago we had 36 suspensions. We said we are going to cut it in half and have 18 so we ended up having 1 suspension. This year we are going with office referrals, and our goal is to be under 17. This is typical growth.
- Office referrals – We are following the Discipline Handbook to know whether a student gets a referral.
- We have minor discipline referrals that are tracked on Microsoft Forms that teachers complete. If there are 3 or more, we would move to the next step, and it would become an office referral.
- Employee Retention - Last year we said we would only lose 4 employees (outside of retirements), we lost 3 teachers. Our goal is to lose less than 3 teachers this school year, and this is typical growth.
- Note: September and October are a busy time of year for teachers, especially with parent conferences happening. It is great that our PTO does things for our teachers to keep the culture positive. *i.e. lunches*
- Charter Dollar Expenditure – This amount has not been determined yet. We have spent our charter dollars purchasing a part time EIP teacher. This is typical growth.
- Student Satisfaction – 4 different levels on how students are feeling about the school. Our goal is 61.88.
- We have plans in place to help us meet our goals. These are called high level actions and justifications.
- If you would like to know more about these high-level actions and justifications, please let Mr. Webb know.
- Milestones Proficiency Math – *i.e. half day planning*
- EIP Proficiency – *i.e. EIP teachers help administer Amira*
- Office Referrals – *i.e. Administrators have formed mentorships with students.*
- Employee Retention – *i.e. Restock Trolley*
- Charter Expenditures – These funds were spent on half time EIP teacher.
- Deepen community connections – We have a CTAE class. 1 of 4 schools in North Area of Fulton County have a CTAE class. CTAE is a flex position, and we hope this flex position will exist next school year. A grant was written for gardening, and we are expected to get this grant. Students will also be learning how to use different tools and parents will be notified.
- The Strategic Plan is monitored throughout the school year, so we know how we are progressing towards meeting our goals.
- Will Hunter (parent) - *What is being done with money that the teachers are not spending? Answer (Mr. Webb): The money goes back into our school's general fund.*
- Teachers are given \$100 from BFES and \$125 from PTO.
- Jekyll Island Field Trip – Some parents have been paying the full cost and PTO is helping with snacks for this trip.

4. Discussion Item: Run-Off Elections Voting at BFES on September 23, 2025

- The run-off election is taking place here at BFES: There will be a police officer present. We have the name and number of who will be here. The voting polls will be in the Music Room. Music Class will be in the Media Center on Tuesday, September 23rd. Mr. Webb encourages parents to come. If you see we need improvements, please put your request in writing to let me (Mr. Webb) know.
- There is a contract that we are required to have voting take place at schools. Please speak to our Board Chair Lillie Pozatek if you have questions/suggestions.

5. Discussion Item: Create December Meeting Agenda

- SGC is required to meet 6 times a year.
- We will revisit Strategic Plan at our next meeting. If there are any budget updates, we will discuss those too.
- Next Meeting: December 5, 2025, at 7:15 AM