Minutes

Briar Hills Elementary Governance Council

Date | *Time* 08/25/25 | 3:00 p.m. | *Location* Microsoft Teams

SGC Members

Brandi Nichols, Principal | Katrina Dawson, Parent | Ebone Smiley Parent | India Cohen, Parent | Teairah Porter, School Employee | Talejah Green, School Employee | Sydney Kilgore, Teacher | Patricia MacNintch, Teacher | Gwendolyn Izell, Community Member | Tanazia Hardison, Community Member

Time	Item	Owner
3:00 pm	**Call to Order**	**Nichols (Principal)**
3:04 pm	**Action Item: Approve Agenda** • Motion: Ms. Porter • Second: Ms. Izell	**Nichols (Principal)**
3:05 pm	**Discussion Item:** • **Member Introductions** • Ms. Nichols: Principal of Briar Hills • Ms. Cohen: Briar Hills parent • Ms. Smiley: Briar Hills parent • Ms. Izell: Prospective SGC community member • Ms. Dawson: Briar Hills Parent • Ms. Porter: Briar Hills Teacher: 5th grade • Ms. Green: Briar Hills Teacher: AU K-2 • Ms. Kilgore: Briar Hills Teacher AU 1-4	**All Members**
3:06 pm	**Action Item: Elect New Officers (Chair, Vice Chair, Parliamentarian)** • **Chair:** Ms. Smiley • **Vice Chair:** Ms. Porter • **Parliamentarian:** Mrs. Green	**Nichols (Principal)**
3:10 pm	**Action Item: Action Items: Staff Standing Committees (Budget and Finance, Outreach and Communication, Principal Selection)** • **Outreach & Communication:** Ms. Hardison, Ms. Izell, Ms. Kilgore, Ms. Cohen • **Budget & Finance:** Ms. Smiley, Ms. Porter, Ms. Dawson, Ms. Cohen, Mrs. Green • **Principal Selection:** Mrs. Green, Ms. Dawson	**Nichols (Principal)**
3:13 pm	**Discussion Item: Determine Meeting Schedule for SY25-26** • The council agreed on the last Monday of the month via Microsoft Teams.	**All Members**
3:14 pm	**Informational Item: Principal's Update** A. **Potential School Staffing Changes:** SEAT DAY changes: Briar Hills is losing 1 KK teacher and paraprofessional, and 1 IRR teacher. Parents of effected students were notified. Changes go into effect on 9/2/25. B. **Calendar of Upcoming School Events:** A Day in the Life of a Buffalo and Curriculum Night 8/27, Grandparent's Day celebration, Hispanic Heritage Month **C. Training Requirements for all Members:** Mrs. Nichols was required to attend training in order for charter dollars to be released to Briar Hills. Schools are receiving approx. $30,000 in charter dollars which is less than years prior. SGC member training must be completed by end of August on Canvas platform.	**Nichols (Principal)**

3:18	**Action Item: Approve Nominated Community Member** (Ms. Izell) • **Motion:** Ms. Kilgore • **Second:** Ms. Porter	**Nichols (Principal)**
3:19 pm	**Discussion Item: Draft Next Meeting's Agenda:** Next meeting September 29, 2025 @ 3PM Via Microsoft Teams • Meeting agenda will be sent out by FCS prior to September meeting. • **Discussion topics for next meeting**: What charter dollars can and cannot be used for, using charter dollars for field trips & field trip buses, approving the strategic action plan and using that information to help determine what charter dollars will be used for. • Mrs. Nichols will reach out to grade level chairs to find how Briar Hills teachers would like to see charter dollars used. • Mrs. Nichols will bring the strategic plan to the next council meeting.	**Nichols (Principal)**
3:22 pm	**Action Item: Meeting Adjournment**	**Nichols (Principal)**

Meeting Norms

Silences Phones | Be Respectful of Others' Opinions | Work for the Good of All Students