



Birmingham Falls Elementary School Governance Council

Friday, 12/5/2025 | 7:15 am – Conference Room

Meeting Norms

Be Respectful of Others' Opinions | Work for the Good of All Students |
Transparency of Communication to all Stake Holders

Time	Item	Owner
7:17 am	Call to Order: Motion: Jenny Whitmer Second: Laura Kendall	Mrs. Hillman
7:18 am	Action Item: Approve December Agenda Motion: Laura Kendall Second: Will Hunter	Mrs. Hillman
7:18 am	Action Item: Approve October Minutes Motion: Jenny Whitmer Second: Will Hunter	Mrs. Hillman
7:18 am	Public Comment: N/A	All
7:25 am	Informational Item: Webb's Words (updates about BFES) <ul style="list-style-type: none"> • After the 10-day count we were allotted an AU position. This allowed Mrs. Leigh Schmauleffel to move to AU. • Mr. Vincent Puccetti was added as an AU Para-professional. He previously worked at Northwestern Middle School as an AU paraprofessional. • Mrs. Audrey McMurry...2nd Grade Co-Taught Teacher (She took Mrs. DeSimone's position in late October early November. • Mrs. Leigh Schmauleffel ...2nd Grade AU Teacher (Moved from 4th grade team taught to this AU position.) • Mrs. Angela Tezeno...4th Grade Co-Taught Teacher was hired right before Thanksgiving break. • All the moves have been positive. 	Mr. Webb

	<ul style="list-style-type: none"> Summit Hill Elementary (SGC) – They have 2-3 pager (Linked document) that captures all the things they have completed. There is even a part where a public comment can be made. Mr. Webb will send an email to our SGC to see if this is something we are interested in adding to our SGC web page. Mr. Webb – Sent an email out regarding SNAP and people wanted to contribute. The emails were kept, and we are waiting to see if there is anyone who needs support. Monday, December 1 Leadership Meeting – Extra information being sent by specials teachers, and others to add to classroom teachers’ emails. This is making for lengthy grade level newsletters. Mr. Webb is trying to take some of this off teacher’s emails. We are looking to tighten up newsletters. 	
7:28 am	<p>Informational Item: PTO Update</p> <ol style="list-style-type: none"> Clothing Drive - \$5800 contribution from BFES helped 522 families. Holiday Helpers Staff Lunch – December 12 Treat/supplies replenish Trolley Gift Wrapping for staff members Dec. 15 and Dec. 16 Storybook Forest – Starts the week of December 8 Supporting PBIS – Melissa Morris dressed up as Bobbie and made classroom deliveries. SPOTY and TOTY – Names need to be in by February. Tiara and others will work on this Financially as a PTO we are ok to support STEM but not enough to leave a reserve. PTO will support the moving on 5th grade ceremony. Kindergarten Round-up – March 6th – <i>A Signing Day</i> – Melissa Morris is working with Beth Nation on this. School Calendar posted on FCS – Fall Break is September 21st – 25 for students. Teachers September 21-23. School Starts August 3, 2026 	Mrs. Morris
7:19 am	<p>Increased Police Presence at BFES – Welcome Milton Officer Dennis Pishock. He will split time for now between a few schools At some point he will cover our school and Crabapple Crossing only. He served our Thanksgiving Feast. He has an</p>	Mr. Webb

	office here if he needs it. He is on duty while he is here, however, if he is pulled away for a call/emergency he would need to leave.	
7:50 am	<p>Action Item: Next Meeting and Meeting Adjournment</p> <ul style="list-style-type: none"> Next Meeting: Friday, February 6th at 7:15 am Semester 2 – Approve Budget at SGC, we will get our projected allocation for staff positions. We will also have COSA again and this could add more students to our school. January 9, 2026 COSA application window closes. Flex position – Added teacher position - We will still have this next school year at this point. <p>Motion: Jenny Whitmer Second: Will Hunter</p>	Mrs. Hillman

SGC Members

Don Webb, Principal | Laura Kendall, Parent Representative
 Jennifer Whitmer, Staff Representative | Ryan Hotaling, Staff Representative
 AJ Calloway, Appointed Community Representative | Laura Van de Sype, Parent Appointee
 Will Hunter, Parent Representative | Jenny Hillman, Faculty Appointee
 Natasha Sanford, Faculty Appointee | Kara Eldridge, Parent Representative

Officers and Committees

Chair – Ms. Hillman
Vice Chair – Ms. Kilbride
Parliamentarian – Ms. Sanford

Budget/Finance	Outreach/Communication	Principal Selection Committee
Ms. Van de Sype - chair	Ms. Kendall - chair	Will Hunter - chair
Mr. Calloway	Mr. Hunter	Mr. Hotaling
Ms. Eldridge	Mr. Hotaling	Ms. Van de Sype
Ms. Whitmer	Ms. Sanford	Ms. Hillman

