AGENDA

River Eves Elementary School Governance Council

Date | time 5/21/2020 | 7:15am | *Virtual*

Public may attend the meeting by joining this link:

https://teams.microsoft.com/l/meetup-join/19%3a187af4b7bcd04fb49932cb5bef0209e8%40thread.tacv2/1619633030514?context=%7b%22Tid%22%3a%220cdcb198-8169-4b70-ba9f-da7e3ba700c2%22%2c%22Oid%22%3a%22383136f6-06a8-4a59-9622-10f57029a186%22%7d

SGC Members

Matthew Donahoe, Principal |Deonte Moore, Teacher |Tina Ratonyi, Teacher |Susan Gowin, Teacher |Hannah Zey, Teacher | Anna Tavormina, Appointed Staff |Alex Shenkar, Appointed Staff Rebecca Fleps, Parent (Chair) | Karleen Vaughn, Parent | Jose Cherian, Parent |Jennifer Tullar, Community Member | Alex Shenkar, Community Member| Allyson Hewett, Parliamentarian

Time	Item	Owner
7:15am	Call to Order	Chair
7:16am	Action Item: Approve Agenda	Chair
7:17am	Action Item: Approve March Meeting Minutes	Chair
7:18am	Discussion Item: New Member Introduction	Chair and New Members
7:25am	Discussion Item: Design Thinking Challenge Wrap-up	Chair and 2021-2022 Committee Chair
7:35am	Discussion Item: Public Comments	Chair/Principal
7:37am	Informational Item: Principal's Update	Principal
7:50am	Discussion Item: 2020-2021 Recap and Plan for Next Year	Chair
7:55am	Meeting Adjournment	Chair

Meeting Norms

Silence Phones | Come Prepared | Be Respectful of Others' Opinions | Work for the Good of All Students |

Notes and Reminders

We at the Governance and Flexibility team hope that this sample agenda is helpful and provides some general guidance for your first meeting of the coming school year. Below are some tips and additional details about the agenda items listed on the first page of this document. We hope you have a restful summer and are looking forward to working with everyone in the fall.

* **Setting the date, time and location of your meetings**: It's a great idea to set your meeting schedule for the entire fall semester (if not the entire year) at your first meeting. Get this information posted at your school and on your SGC website at least 7 days prior to your meeting and you will have covered many requirements of the Open Records and Meetings Laws.

* **Action Items**: Don't forget that all action items require a motion, a second and a vote (even seemingly simple things like the agenda and meeting minutes need to be voted on).

* **Running the first meeting**: Note that in the sample attached the principal ran the meeting until officers were elected and a chair could take over. This is a great practice as there will not technically be a standing chair at the beginning of the first meeting of the year. (Note: if the previous chair is still sitting on the council, they are welcome to run the beginning of year meeting until a new chair is elected)

* **Establishing/Reviewing meeting norms**: It's a great idea to discuss and create norms that your SGC feels will work well for them. Include these at the beginning or end of your agenda and take the time to review them throughout the year to ensure that your meetings run smoothly and productively. Keep in mind your Council Self-Assessment survey feedback when considering your norms for the new year.

* **Staffing your committees**: Remember that all SGC members should be a part of at least one committee. The Budget and Finance Committee and the Communications and Outreach Committee require a Chair (any voting SGC member), the principal, three voting SGC members and can have up to three additional SGC or external members. Also, every school needs a Principal Selection Committee regardless of whether or not they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.

** **Governance Training for New Members**: All members are required to attend the governance training once.