



AGENDA

River Eves Elementary School Governance Council

Date | time 07/22/2022 | 9:00am | *Location* “The Nest” (school media center)

SGC Members

Matthew Donahoe, Principal | Kathy Pace, Teacher | Kristina Tull, Teacher (Parliamentarian) | Malena Bisanti, Appointed Staff | Karen Wunder, Appointed Community Member | Laurie Bolden, Parent (Chair) | Katrina Betty, Parent | Chris Fragale, Parent | Sara Parker, Appointed Community Member (Vice Chair) | Sophie Li, Appointed Staff

Time	Item	Owner
9:00am	Call to Order Absent members: Sara Parker, Sophie Li Motion to approve: Laurie Bolden Second: Chris Fragale	Donahoe
9:02am	Action Item: Approve Agenda Motion to approve: Laurie Bolden Second: Kathy Pace	Donahoe
9:05am	Action Item: Approve May Meeting Minutes Motion to approve: Karen Wunder Second: Laurie Bolden	Donahoe
9:10am	Discussion Item: Member Introductions <ul style="list-style-type: none"> All council members gave introductions 	All Members
9:15am	Action Items: Elect New Officers (Chair, Vice Chair, Parliamentarian) <ul style="list-style-type: none"> Chair: Laurie Bolden Vice Chair: Sara Parker Parliamentarian: Kristina Tull Motion to approve: Kathy Pace Second: Malena Bisanti	Donahoe
9:25am	Action Items: Staff Standing Committees (Budget and Finance, Outreach and Communication, Principal Selection) <ul style="list-style-type: none"> Budget and Finance: Malena Bisanti, Chris Fragale (Chair), Sara Parker, Kristina Tull, Karen Wunder 	Donahoe

	<ul style="list-style-type: none"> • Outreach and Communication: Katrina Betty, Laurie Bolden, Sophie Li (Chair), Kathy Pace • Principal Selection: Malena Bisanti, Laurie Bolden, Kathy Pace, Kristina Tull <p>Motion to approve: Karen Wunder Second: Laurie Bolden</p>	
9:40am	<p>Discussion Item: Nominate Representative for Superintendent’s Parent/Community Advisory Council</p> <ul style="list-style-type: none"> • Laurie Bolden 	Donahoe
9:45am	<p>Discussion Item: Determine Meeting Schedule for SY22-23 –</p> <ul style="list-style-type: none"> • Matt will send an email with all dates 	All Members
9:55am	<p>Informational Item: Principal’s Update</p> <p>A. Potential School Staffing Changes</p> <ul style="list-style-type: none"> • Possibility of earning another second-grade teaching position following the 10-day count <p>B. Shifts in District Policy or School Practices</p> <ul style="list-style-type: none"> • Discussion to updates to the FCS Code of Conduct • Staff members are continuing LETRS training throughout this school year (the science of Reading) • FCS adopted new curriculum resources that are aligned to LETRS • Increase in number of staff members on lunch and recess duty to ensure enough active monitoring • Purchase of new resource – Generation Genius <p>C. Master Calendar – Donahoe will email dates</p>	Donahoe & Gowin
10:10am	<p>Discussion Item: Draft Next Meeting Agenda</p> <ul style="list-style-type: none"> • Laurie Bolden and Matt Donahoe will draft together • A newer addition to the agenda will be inclusion of school wide data to discuss struggling students 	Bolden & Donahoe
10:15am	<p>Action Item: Meeting Adjournment</p> <p>Motion to approve: Laurie Bolden Second: Kathy Pace</p>	Bolden

Meeting Norms

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

Notes and Reminders

Below are some tips and additional details about the items listed on the first page of this document.

- * **Setting the date, time, and location of your meeting:** It is 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 and you will have already covered many requirements of the Open Records and Meetings Laws. It is important that SGC meetings are scheduled outside of school hours so that staff members can attend if they would like to do so. If your meetings will be held virtually, make sure to include a link so that members of the public are able to view the meeting on-line.
- * **Action items:** 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). Remember that principals and student members are not voting members, so even if they are designated as an owner of an action item, the voting members of the council will be responsible for motioning, seconding and voting on the item.
- * **Discussion items:** These are agenda items that solicit feedback from council members. They do not require a vote.
- * **Informational items:** It is common for councils to receive updates throughout the school year related to the day-to-day management of the school or district happenings. Informational items are usually meant to keep the council up to date on important topics even if they do not fall under the purview of the council. These items do not require a vote.
- * **Running the first meeting:** Note that in this agenda the principal runs most of the meeting until the point at which officers are elected and the newly elected chair takes the lead. 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)
- * **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 they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.
- * **Nominating a representative for the Superintendent's Parent/Community Advisory Council:** All schools are asked to select a representative to serve on the Superintendent's Parent/Community Advisory Council. This group meets monthly with the superintendent to provide feedback and receive updates on important issues affecting FCS schools and local communities. Meeting dates/times/locations will be sent out to representatives prior to the first advisory council meeting. If a representative is unable to attend a meeting, another member of the council can attend in their place.
- * **Drafting your next meeting agenda:** It is a best practice to draft an agenda for your next meeting at the end of each meeting to help your council plan its upcoming work. If unforeseen events require a council to modify the agenda, the council can simply edit the agenda and vote to approve the modified agenda at the beginning of the next council meeting.