



Hembree Springs Elementary School Governance Council Meeting Minutes

Date: Wednesday, September 22nd, 2021

Time: 2:48pm – 3:27pm

Location: Virtual Meeting: Via TEAMS

In Attendance:

AJ Smith, Principal | Brandi Nichols, Vice Principal | Joey Waller, Elected Teacher | Tracy Shealy, Parent/Guardian | Ashley Russ, Elected Parent/Guardian | Dawn Fix, Community Member | Katie Ray, Appointed Staff | Elizabeth Joyce, Elected Teacher | Micky Trifanescu, Elected Parent/Guardian

Action Items

- Motion to Open (Joey Waller, second Dawn Fix) – Passed unanimously – Meeting opened at 2:47pm
- Motion to Approve Agenda (Dawn Fix, second Elizabeth Joyce) – Passed unanimously
- Motion to Approve May 10th, 2021 Meeting Minutes (Dawn Fix, second Micky Trifanescu)- Passed unanimously
- Motion to elect new officers: Ashley Russ (Chair), Micky Trifanescu (Vice Chair), Elizabeth Joyce (Parliamentarian) – (AJ Smith, second Dawn Fix) – Passed unanimously
- Motion to staff SGC Committees: Budget and Finance- Katie Ray, Dawn Fix, Micky Trifanescu, and Brandi Nichols; Outreach and Communications- Joey Waller, Elizabeth Joyce, and Ashley Russ; Principal Selection- Dawn Fix, Joey Waller, Tracy Shealy – (AJ Smith, second Joey Waller) – Passed unanimously
- Motion to Adjourn – (Joey Waller, second Elizabeth Joyce) – Passed unanimously – meeting adjourned at 3:27pm

Discussion Items and Follow-up Actions

Informational Items

1. Open SGC Positions:

- a. Still need someone to fill our Community Member slot - open to suggestions

Discussion Items

1. Charter Funds

- a. AJ updated everyone that we have \$44,000 from the charter funds to spend.
 - i. Reviewed that last year, the SGC spent money to fund Ana Maria Jimenez, buy shade structures for the playground, and buy the digital sign in the front of the school
- b. With the remaining charter funds, discussed ideas on how to spend that money.
 - i. Some ideas included:
 1. STEM Activity kits for all grades
 2. Part-time paraprofessional for Special Education in Pre-K
 3. book sets for each classroom for small group work
 4. books in the building to highlight diversity
 5. playground equipment for special needs students (this has been checked into in the past and is very expensive)
- c. Create and send out a survey to the staff and teachers for their ideas on best ways to spend the \$44,000

2. Meeting Schedule for 2020-21

- a. Meetings will be held on the first Monday of month @ 2:45pm EST
 - i. Sep. 22nd
 - ii. Oct 4th
 - iii. Nov 1
 - iv. Dec 6
 - v. Jan 10
 - vi. Feb 7
 - vii. March 7
 - viii. April 11
 - ix. May 9

3. Review/Establish Meeting Norms

- a. Come Prepared; Be Respectful of Others' Opinions; Work for the Good of All Students

4. Set Next meeting Agenda

- a. Action: Approve Agenda
- b. Action: Approve Minutes from previous meetings
- c. Informational: Principal Update
- d. Discussion:
 - i. Open SGC positions:

1. Any nominations for Community Member?
2. One more person needed for Outreach Committee
3. Chairs needed for each Committee
- ii. Teacher/Staff Feedback Survey review
 1. Ideas for how to spend funds
- iii. Trainings for Officers and Committee Members
- iv. Discussion topics for Parent Advisory Council meeting with Dr. Looney on October 7th

Motion to Adjourn

- Motion to Adjourn – (Joey Waller, second Elizabeth Joyce) – Passed unanimously – meeting adjourned at 3:27pm

Calendar Review and Update

- Next Meeting: October 4th at 2:45pm. (Plan for Virtual Meeting)