



AGENDA

River Eves Elementary School Governance Council

Date | time 1/21/2022 | 7:15 am

SGC Members

Matthew Donahoe, Principal | Deonte Moore, Teacher | Kristina Tull, Teacher (Parliamentarian) | Anna Tavormina, Appointed Staff | Alex Shenkar, Appointed Community Member | Jose Cherian, Parent (Chair) | Laurie Bolden, Parent (Vice Chair) | Chris Fragale, Parent | Sara Parker, Appointed Community Member | Sophie Li, Appointed Staff

Time	Item	Owner
7:15 am	<p>Call to Order</p> <p>Absent members: None</p> <p>Motion to approve: Deonte Moore</p> <p>Second: Sara Parker</p>	Chair
7:16 am	<p>Action Item: Approve Agenda</p> <p>Motion to approve: Deonte Moore</p> <p>Second: Sara Parker</p>	Chair
7:17 am	<p>Action Item: Approve November Meeting Minutes</p> <p>Motion to approve: Laurie Bolden</p> <p>Second: Sophie Li</p>	Chair
7:18 am	<p>Discussion Item: STEM Sustainability</p> <ul style="list-style-type: none"> Continued discussion of STEM checklist Discussed Weeks 6-9 of quarter – students work in their ELA blocks to prepare for a group presentation of their proposal 	Tull
7:30 am	<p>Discussion Item: Family Engagement Committee Work</p> <ul style="list-style-type: none"> Preparing for next listening circle, it will take place during the February 11th Principal's Coffee Topic: Parenting and Self-Care 	Moore
7:45 am	<p>Discussion Item: February "Principal's Coffee" Discussion & Preparation</p> <ul style="list-style-type: none"> Friday, February 11th @ 7:45AM SGC Members to attend to discuss the work of the council <ul style="list-style-type: none"> Share experiences of being on the council, 4 Pillars, Family Engagement (Moore/Li), Budget (Donahoe), STEM Sustainability (Tull), Annual Elections (Tavormina), Trajectory of moving REES forward through our strategic plan, Bridging the gap between FCS and REES 	Principal

	<ul style="list-style-type: none"> • Discussion of driving up the attendance – stickers, fliers in the carpool line, signs at the front of the school • Merge the two names together: Parent Connection Event (Listening Circles) 	
7:55 am	<p>Discussion Item: Spring Parent/Teacher Elections Process</p> <ul style="list-style-type: none"> • 2 elected positions – 1 slot for a teacher, 1 slot for a parent (current) • Timeline is provided • Reach out to potential candidates, get a blurb and picture, create posters to put around the school • March – voting electronically • Action: Moore connect Bolden, Li, Cherian with Fred Benschine 	Tavormina-Moore
8:05 am	<p>Informational Item: Principal's Update</p> <ul style="list-style-type: none"> • Next school year on the council, work on student academic performance data with subgroups – looking at schoolwide data • PTA Radar – get another mural done above the media center, new sound system for performances, ceiling projector mounted in the cafeteria 	Principal
8:10 am	<p>Action Item: Public Comments</p> <ul style="list-style-type: none"> • No public comments 	Principal
8:12 am	<p>Reminder: February Meeting Date</p> <ul style="list-style-type: none"> • Next meeting date: Friday, February 25 at 7:15am 	Chair
8:15 am	<p>Meeting Adjournment</p> <p>Motion to approve: Laurie Bolden Second: Anna Tavormina</p>	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.