



AGENDA

River Eves Elementary School Governance Council

Date | time 3/25/2022 | 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	Call to Order Absent members: Laurie Bolden, Chris Fragale Motion to approve: Anna Tavormina Second: Deonte Moore	Chair
7:16 am	Action Item: Approve Agenda Motion to approve: Deonte Moore Second: Anna Tavormina	Chair
7:17 am	Action Item: Approve February Meeting Minutes Motion to approve: Anna Tavormina Second: Deonte Moore	Chair
7:18 am	Discussion Item: STEM Sustainability <ul style="list-style-type: none">Secured a School-Wide Presenter for May 13 STEM Day and for the first STEM Day of Q1.	Tull
7:25 am	Discussion Item: Family Engagement Committee Work <ul style="list-style-type: none">Committee had their last meeting this week to sum up their committee work of the school year and set goals for next school yearFocus on two events next school year: one first semester and one second semester<ul style="list-style-type: none">Consider having one event in the morning and one in the afternoon/evening to accommodate parent schedulesConsider a one-pager hand outAction: Push out information via Matt to add members to the committeeAction: Construct a list of various areas to share information (business partners, grocery stores, NextDoor site, etc.)	Moore & Li

7:55 am	Discussion Item: Spring Parent/Teacher Elections Process <ul style="list-style-type: none"> • Election window has been pushed out from the district – 4/12 • Voting window has been pushed out from the district – 4/20 – 4/27 	Li, Cherian & Bolden
7:57 am	Action Item: Public Comments <ul style="list-style-type: none"> • No public comments 	Principal
8:05 am	Informational Item: Principal's Update <ul style="list-style-type: none"> • Intentional work completed on school website – keeping it updated and getting great feedback • The Nest (media center) mural was completed! • Harlem Wizards Staff Game was a great success – good community event • Brining back face-to-face events <ul style="list-style-type: none"> ○ Kindergarten Round Up ○ Fine Arts Night ○ PTA Spring Picnic ○ Field Day ○ Q4 STEM Day ○ Awards Day ○ 5th Grade Dance ○ 5th Grade Graduation ○ 5th Grade Flight of the Eagles 	Principal
8:15 am	Reminder: May Meeting Date <ul style="list-style-type: none"> • No meeting in April • Next meeting date: Thursday, May 12 at 7:15am <ul style="list-style-type: none"> ○ Offsite meeting 	Chair
8:15 am	Meeting Adjournment Motion to approve: Anna Tavormina Second: Sophie Li	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.