School Governance Team  
Minutes/End-of-Year Report Template

School: West Side  
Year: 2019

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Christina Wagoner</td>
<td>Principal</td>
</tr>
<tr>
<td>Wendy Oliveri</td>
<td>Teacher (elected)</td>
</tr>
<tr>
<td>Morgan Carden</td>
<td>Teacher (elected)</td>
</tr>
<tr>
<td>Laura Moseley</td>
<td>Certified Staff (appointed)</td>
</tr>
<tr>
<td>Mary Leslie Brigdon</td>
<td>Parent/Guardian (elected)</td>
</tr>
<tr>
<td>A.B. Almy</td>
<td>Parent/Guardian (elected)</td>
</tr>
<tr>
<td>Andy Gaines</td>
<td>Community Member (appointed)</td>
</tr>
</tbody>
</table>

MEETING MINUTES

Date: August  
Quorum: ☒ Yes  ☐ No

Members Present:

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: September 9/9/19  
Quorum: ☒ Yes  ☐ No

Members Present: C. Wagoner  W. Oliveri  M. Carden  L. Moseley  M. Brigdon  A.B. Almy  A. Gaines

Agenda Items:  
1. Bylaws Review  
2. Election of Officers  
3. Mandated Reporter Process  
4. School Improvement Plan Review  
5. Facility Updates  
   a. Chromebook Refresh  
   b. SMART Board Refresh  
   c. STEM Lab
d. Learning Commons

6. Budget Allocation Proposed Purchases

7. 2019-2020 Field Trip Review


Actions:
1. School Governance Team voted and appointed A.B. Almy as SGT Co-Chair. SGT voted and appointed Mary Leslie Brigdon as secretary.

2. SGT voted to approve the budget allocation for the following purchases:
   a. Continuation of subscription to Reflex Math
   b. Lexia licences, Assesslets, and AMP KDS Assessment Bank
   c. Classroom libraries
   d. Learning Commons project in Media Center

Comments: L. Moseley will present her plan for the new Learning Commons space to the Board of Education in October.

Recommendation to BOE:

<table>
<thead>
<tr>
<th>Date: October</th>
<th>Quorum: [ ] Yes [ ] No</th>
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<tbody>
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Agenda Items:

Actions:

Comments:

Recommendation to BOE:

<table>
<thead>
<tr>
<th>Date: November</th>
<th>Quorum: [ ] Yes [ ] No</th>
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<tbody>
<tr>
<td>Members Present:</td>
<td></td>
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Agenda Items:
### December Meeting

**Date:** December no meeting  
**Quorum:** No  
**Members Present:**

### Agenda Items:

**Actions:**

**Comments:**

**Recommendation to BOE:**

### January Meeting

**Date:** January  
**Quorum:** Yes  
**Members Present:**

### Agenda Items:

**Actions:**

**Comments:**

**Recommendation to BOE:**

### February Meeting

**Date:** February  
**Quorum:** No  
**Members Present:**

### Agenda Items:

**Actions:**

**Comments:**

**Recommendation to BOE:**

### March Meeting

**Date:** March  
**Quorum:** Yes  
**Members Present:**

### Agenda Items:
### Actions:

### Comments:

### Recommendation to BOE:

<table>
<thead>
<tr>
<th>Date: April</th>
<th>Quorum: ☒ Yes ☐ No</th>
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### Agenda Items:

### Actions:

### Comments:

### Recommendation to BOE:

<table>
<thead>
<tr>
<th>Date: May</th>
<th>Quorum: ☒ Yes ☐ No</th>
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### Agenda Items:

### Actions:

### Comments:

### Recommendation to BOE:

<table>
<thead>
<tr>
<th>Date: June</th>
<th>Quorum: ☐ Yes ☐ No</th>
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### Agenda Items:

### Actions:

### Comments:

### Recommendation to BOE:

**End-of-Year Narrative Summary**