

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

School: West Side	Year: 2019
Member Name	Affiliation
Dr. Christina Wagoner	Principal
Wendy Oliveri	Teacher (elected)
Morgan Carden	Teacher (elected)
Laura Moseley	Certified Staff (appointed)
Mary Leslie Brigdon	Parent/Guardian (elected)
A.B. Almy	Parent/Guardian (elected)
Andy Gaines	Community Member (appointed)

MEETING MINUTES

Date: August	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: September 9/9/19	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> 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

8. Review Digital Tools for Parents Document

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:

Date: October 8, 2019		Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
Members Present: C. Wagoner	W. Oliveri	M. Carden	M.L. Brigdon	A.B. Almy	A. Gaines

Agenda Items:

1. Facility Updates

- a. Smart Board Refresh- completion date 12/20/19
- b. Learning Commons- pending board approval, estimated completion date 2/28/18
- c. STEM Lab- Design Process

2. Kindergarten and Phonics Data Review- Cycle 1 and 2

3. Talent Development Updates

- a. Beginning week 4
- b. Total students served= 129

4. SGT Charter Approval Updates

- a. Schoology AMP- 3rd and 4th Grade Assessments

5. Family Forums- Intermediate Years' Experience
 - October 10th 6:00-7:00pm
 - October 17th 10:00-11:00am (MHS IB coordinator attending)

6. New Additions to West Side
 - a. Parent 2 Parent Series
 - November 7th 7:00-8:00pm
 - Social & Emotional Wellness in the Elementary years featuring Sarah Bragg

 - b. West Side Veteran's Day- 3rd Grade Performance & School Assembly
 - November 11th 9:00-10:30
 - *WS students can invite family/special guests who served, or are currently serving in the US military

 - c. West Side Career Day- 3rd-5th Grade
 - November 21st 9:00-12:00pm
 - *30 volunteers- Mrs. Ramber is looking for more

 - d. Extracurricular/Engagement Opportunities
 - a. BeeReaders (Started in 1st grade, Kindergarten coming soon, all students through level K)

 - b. Student Council (3rd-5th Grade- application/election)
 - c. Rising Writers (3rd-5th Grade- student invitation)

7. SGT School Visits- dates TBD
 - 2 private schools
 - 2 public schools

Actions: L. Moseley will present her plan for the new Learning Commons space to the Board of Education on October 8th.

Comments:

Recommendation to BOE:

Date: November	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE: t

Date: December no meeting	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: January 13, 2020	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present: C. Wagoner W. Oliveri M. Carden L. Moseley A.B. Almy M.L Brigdon A. Gaines	

Agenda Items:

1. Facility Updates
 - a. Interactive Panel Refresh- advanced staff training 1/23
 - b. STEM Lab- Alli Cochran supporting design selections
 - c. Learning Commons
 - Furniture delivery 1/27
 - Community opening 1/30
2. Program Reviews
 - a. Innovation Lab- Kristen Moore
 - b. Professional Learning Communities (PLCs); Assessment/Data Systems- Sara Kany
3. Student Achievement Mid-Year Adjustments
 - a. Contracted Teacher Support 3rd-5th grades
 - b. Writing Support- 4th and 5th grades- 5 day rotation
4. Kindergarten and 1st Grade Data Review
5. Future OG Training/Support
 - a. Sarah Little to complete OG Math and OG level II Reading training spring/summer
 - b. 3 of 4 Kinder teachers will complete Level 1 OG training over the summer
6. Kemp School Visit-feedback
7. WS Upcoming Intermediate Visit- 1/29 at 11:00 am
8. February Conference Days- 2/13 and 2/14
 - a. Parent/Family Engagement Sessions
9. Boosterthon-Coming February 26th

Actions:

Comments:

Recommendation to BOE:

Date: February	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: March	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: April	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: May	Quorum: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

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Agenda Items:

Actions:

Comments:

Recommendation to BOE:

Date: June	Quorum: <input type="checkbox"/> Yes <input type="checkbox"/> No
Members Present:	

Agenda Items:

Actions:

Comments:

Recommendation to BOE:

End-of-Year Narrative Summary

