

**Bird Rock Elementary School**  
**Governance Team Meeting Minutes**  
January 8th, 2018

**GT members in attendance:**

Laura Gunn, BRE Foundation Representative  
Alex Yerbury, BRE Foundation Representative  
Tricia Gallagher-Geurtsen, Parent Representative  
Lisa Pulli, Parent Representative  
Kristi Nelson, TK-1 Teacher Representative  
Peggy Wilkinson, 2/3 Teacher Representative  
Ginny Gallagher-LaRowe 4/5<sup>th</sup> grade Teacher Representative  
Tara Barber, Chairperson, SDEA Representative  
Ryan Weiss, Teacher at Large  
Marlo Boyce, Classified Representative  
Dr. Amanda Hale, Principal

**Guests:**

Chris Hargrave  
Lori Shearer  
Ami Doshi

**1. Call to order**

Tara Barber called meeting to order, at 3:16pm

**2. Approval of minutes**

- a) December meeting minutes were reviewed with the following changes.  
-Item 7a, Add Parents  
-Item 4a, Add #5. No side bar conversation

MOTION: Tara- to approve revised December minutes.  
Tricia second/ PASSED

**3. Public Comment**

- a) Lori Shearer spoke regarding school calendar concerns and High Holy days for the Jewish community. She asked if the school and foundation can avoid planning any special activities, such as movie days, back to school night, open house, field trips, tests and classroom parties on these holidays.

MOTION: For the Jewish High Holy days to be placed on both the school and foundation calendar, special activities to not be scheduled on these holidays, reminders sent to teachers.  
Lisa second/ PASSED

- b) Ami Doshi spoke regarding religious holidays that include fasting and having awareness at school during these times. Amada commented to let teacher, nurse and principal aware of these dates. Religious holidays are excused. A letter can be written up for teachers. Kristi commented that the school continues to be responsible with educating their classes by reading books about fasting. Foundation is more than happy to respect dates, to let them know.

#### **4. Meeting Norms**

- a) A sign was posted of the meeting norms. The team reviewed and discussed the meeting norms.

MOTION: Tara- To approve meeting norms.  
Ryan second/PASSED

#### **5. By-Laws Composition**

- a) Different options were discussed regarding By-Law composition. Suggestions made included  
5 teachers/3parents/1classified (suggested by Ryan)  
5 teachers/4 parents/ 1 classified (suggested by Laura)  
6 teachers/4 parents/2 classified (suggested by Alex, would give us 50%/33.3%/16.6%)  
The team discussed the above options. A majority vote of each group would be needed in order to pass, teachers/parents/classified. Questions and clarification on voting process was discussed.

MOTION: Tara- to place by-law composition at top of next agenda.  
Laura second/ PASSED

#### **6. Agenda Items- process to submit agenda items**

- a) A form was reviewed. To be submitted prior to meetings and kept electronically online. Process to submit agenda items to be continued to the February agenda.

#### **7. Principal Update**

- a) Art has started, Art 4 Learning is district approved and can be used next year if wanted.  
b) Continuing professional development with staff.  
c) Safety update, first stage complete. Lock down drill took place in December, some teachers could not hear the bell system. Another lock down drill will be happening.  
d) District was contacted regarding the storage shed and being moved. The response given, was that the shed has to be located on site in case of a major disaster. Emergency supplies need to be near school site and on property. Shed cannot be moved.

Kristi commented that it was difficult during the lock down drill to close off visibility to the public, since there are no blinds in her classroom. This is part of the drill and they are unable to do so.

MOTION: Tricia- For the responsible party to contact the district and request for the classrooms to have window coverings by this month, January. Laura added- For the cost and how long it will take for the district to implement.

Laura second/ PASSED

- e) Will be sending out GATE information and principal update.

## **8. Foundation**

- a) Starting conversation with Governance regarding funding for the following year. What do teachers want, parent feedback, and budget meeting March/ April. Parents would like to know what they are donating towards.
- b) Not voting to approve the "I love you guys" machine. The budget was already set for this year. We can look at for next year.
- c) Vision to be set by Governance for funding so the money is spent how everyone would like it to be spent.
- d) Art up and running.

\*Lisa had to excuse herself from the meeting, Tricia took over minutes.

- A MOTION was passed to add 5 minutes for discussion
- Trish proposed that the same survey to discover how the Foundation should spend funds be sent to both teachers and parents.
- The question was posed: When does the school site budget come out?
- Dr. Hale reported that the budget comes out mid February and that there is only a 72hour turnaround to submit the budget.
- Trish made a MOTION that Governance have a say in the budget and that a special meeting be called so that there is sufficient time for SGT to meet, review, discuss, decide and approve the budget. The motion PASSED.
- Alex requested that there be more time in the agenda in the next meeting for discussion of the foundation budget and that the item be placed higher in the order of agenda items. SGT members AGREED to this by CONSENSUS.
- A MOTION was made that the Bylaws be discussed in the next meeting for 20 minutes. The motion PASSED.
- Laurie and Alex agreed to circulate the Foundation survey through the Foundation.

## **9. Parent Representatives**

Noting to report.

4:36 meeting adjourned.

Minutes taken by Lisa Pulli/ Tricia Gallagher-Geurtsen

