

# **Westside Elementary School Council**

**September 25, 2019**

**8:00 AM**

## **AGENDA**

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Welcome and introduction of New School Council Members**
- 4. Purpose of the School Council—The General Assembly recognizes the need to improve communication and participation of parents and the community in the management and operation of local schools. Parent and community support is critical to the success of the students and schools.**
- 5. Election of Officers of the School Council**
  - **Chairperson, Vice Chairperson and Secretary**
- 6. By-Laws**
  - **Review By-Laws.....**
  - **Adoption of By-Laws.....**
- 7. Set Dates for School Council Meetings**
- 8. Approval of Minutes from last meeting and approval of minutes from the School Council Election**
- 9. School Goals**
- 10. Calendar of Events.....Mrs. Harvey**
- 11. Adjournment**



# WES School Council

Sept. 25, 2019

8:00 a.m.

## Meeting Notes

1. Call to Order – The meeting was called to order Dr. Hammond at 8:08 a.m.
2. Pledge of Allegiance – led by Dr. Hammond
3. Welcome and Introduction of New School Council Members
  - Cynthia Hammond – Principal of Westside Elementary School
  - Princess Heath-Dawson– Business Owner
  - Crystal Freeman- parent
  - Eliza Moralez – ESOL Teacher / TOTY
  - Linreccus Hampton – Intervention Teacher
  - Amethyst Harvey – Parent Engagement Coordinator
  - Two council members were not present.
4. Purpose of the School Council – The General Assembly recognizes the need to improve communication and participation of parents and the community in the management and operation of local schools. Parent and community support is critical to the success of the students and schools.
  - It is an open forum. Anyone is invited.
5. Election of Officers of the School Council
  - Chairperson – Roles/Responsibilities were given. Crystal Freeman will be the chairperson, and all members were in favor.
  - Vice Chairperson – Roles/Responsibilities were given. Mr. Hampton will be the Vice Chairperson, and all members were in favor.
  - Secretary – Roles / Responsibilities were given. Mrs. Moralez will be in the Secretary, and all were in favor.
6. By-laws and Guidelines were given to every member. Members are expected to read over the by-laws and guidelines at their time. Dr. Hammond went over:
  - Pg. 6 – As a member of the Westside Elementary School Council, representing all of the citizens of my school community and the constituencies....
    - When we are out in the community, represent WES well and be a good role model.
  - Pg. 8 – A school council was established in Westside Elementary School on Sept. 25, 2019. It will be the Westside Local School Council. Members will read the rest on their own.
  - Pg. 9 – Dr. Hammond went over Article IV – School Council Membership
    - If a school council wishes to withdraw, it must be done in writing.
    - If a school council misses two meetings, the council member can be withdrawn if there is no prior notification.
  - Pg. 10 - (4) Other members as specified in the council's by-laws, such as, but not limited to, students, staff, and representatives of school-related organizations.



- Pg. 11 – The term of office of all council members shall begin and end on the dates specified in the council's bylaws. Beg. Date is 9/25/19 and end date will be on our next school year's first school council meeting.
  - Miss no more than 2 meetings / 50% of meetings.
- Pg. 12 – Meeting Notice and Location (We typically have 4 meetings, but can have more if members request.)
  - 9/25 at 8:00 in Conference Room
  - 12/04 at 8:00 in Conference Room
  - 3/04 at 8:00 in Conference Room
  - 5/04 at 8:00 in Conference Room
- Pg. 14 – Elections are to be held in the month of September. We used to have it in May, but we need to wait until we know which students are returning to our school. Members agreed that September is a good month to do elections.
- Pg. 17 – Officers shall be selected for a term of 1 year.

8. Approval of Meetings and Elections – Dr. Hammond read the meeting notes from last meeting. Mr. Hampton – 1<sup>st</sup> to approve, Princess 2<sup>nd</sup> to approve

9. School Goals –

- Reading and Math are priority academically. Teachers are working hard to give students what they need. We will move forward in producing high achieving students.
- School safety literature was sent home to parents. WES practices all drills – fire, weather, and safety drills.
- We need to increase parental involvement at our school. When members go out to the community, please share all the great things we are doing at WES.

10. Calendar of Events – Mrs. Harvey

- Parent Workshop 10/1 - Getting your child ready for school
- 10/7-10/11 Fall Break
- 10/14 Student Holiday / Student Holiday
- 10/17 Dessert and Discussion with Dr. Hammond – Students will make desserts while parents are with Dr. Hammond discussing needs.
- 10/15- 10/21 Balloon Celebrations for Relay for Life
- 10/18 - 50<sup>th</sup> Day of School
- 10/22 - Honor Roll Celebration at 9:30
- 10/25 - Fall Festival from 5 – 7
- 10/28 - 11/1 Red Ribbon Week
- 10/30 - Oct. Birthday Celebration
- 10/31 - Balloon Release for Relay for Life

School Members were given a form for them to log in and watch training videos for School Council Members. Dr. Hammond will get an e-mail stating we have gone through the training.

Adjournment – Meeting was adjourned at 8:37 by Dr. Hammond

