

Shallowford Falls  
Principal Advisory Committee  
Agenda and Minutes



Date: October 12, 2022

Members and Attendance:

Name	Role	Attended Meeting
Donna Long	Principal	yes
Lindsey McGovern	Assistant Principal	yes
Fredrica Martin	Foundation president- parent member	yes
Lauren Hammers	PTA Co- president- parent member	yes
Jennifer Head	TOTY- staff member- media specialist	yes
Lindsey Opp	COTY- staff member – paraprofessional	yes
Namita Khanna	Community member- Keller Williams Realty and parent	Absent
Elizabeth Janvier	Partner in Ed Rep- Olive Tree Tutoring	Absent

Agenda and Minutes:

1. Welcome

2. Review Group Norms:

- Be punctual and prepared
- Keep a positive tone
- Listen to the ideas of other members
- Stay on topic according to what is planned
- Actively listen and stay engaged
- Leave with one voice
- Discussions applicable to all stakeholders

3. Update from PTA/Foundation:

- PTA update from Lauren Hammers: Membership went well. Our SFE PTA should be receiving awards for membership. The Fun Run initiative is going well. Movie Night is the next community event.
- Foundation update from Fredrica Martin: Foundation found it beneficial to work with PTA on the joint membership plan. Foundation is working on getting parents to understand the difference between Foundation and PTA. Foundation and PTA will both do a short presentation at the beginning of each music show to share accomplishments of each group. This will allow parents to see the work of each group.

4. SFE test data – Milestones

- Mrs. Long reviewed SFE Milestone scores. She showed scores in comparison to Tritt and Murdock as there are the schools in the Shallowford Falls cluster. She also discussed how these scores are used each year.

5. SFE SSP

- Mrs. Long shared the school SSP.

6. STEM Update

- Mrs. Long shared how STEM is growing at SFE after the recertification from last year. She showed how teams plan for STEM instruction in all subject areas. She also shared about the student STEM advisory council that will be developed in January.

**7. WIN time at SFE**

- Mrs. Long shared how each grade level is using WIN time. (What I need)

**8. Open Agenda**

- PTA and Foundation will work together to create a committee for the playground incentive. This could include business partners.
- Mrs. Hammers asked about how the school handles students when they do not get along. Mrs. McGovern discussed this concerns including counselor and/or administrative involvement when needed.