Book Cliff Elementary Community Council
Meeting Minutes Approved November 4, 2026

I. Call to Order

Gaylene Erwin called the meeting to order at **3:08 p.m.**

II. Roll Call

Members present:

- Addison Gee
- Heidi Quintana
- Greg Parsons
- Dylan Keele
- Darcie Quist
- Gaylene Erwin

III. Welcome & Introduction to Community Council

What is Community Council?

Gaylene introduced the Community Council and presented a USBE slideshow about the Land Trust program. The presentation provided an overview of:

- Where Land Trust funds come from
- How the Community Council is formed
- Committee responsibilities
- Goals and expectations
- Important deadlines
- An overview of the Land Trust process

IV. Training

Participants in Training:
Addison Gee, Heidi Quintana, Greg Parsons, Dylan Keele, and Darcie Quist

A. Rules of Order & Procedures

Gaylene provided the committee with the district draft of the **Rules of Order & Procedures** for review.

Darcie motioned to adopt the Rules of Order & Procedures. Dylan seconded the motion. **All were in favor.**

V. Open Issues

A. Elections Complete

With the Rules of Order & Procedures in place, Gaylene explained that BCE did not need to hold an election because there were two open parent positions and two parents interested in serving on the council.

B. New Council Members

The new council members are:

- Heidi Quintana
- Addison Gee

Dylan motioned to approve the new members. Darcie seconded the motion. **All were in favor.**

C. Meeting Dates

Addison motioned to approve the meeting dates. Greg seconded the motion. **All were in favor.**

The committee calendared the following meeting dates for the 2026–2027 school year. All meetings will be held in the **BCE Faculty Conference Room**.

- **November 4, 2026 – 3:00 p.m.**
- **January 6, 2027 – 3:00 p.m.**
- **February 3, 2027 – 3:00 p.m.**
- **February 23, 2027 – 3:00 p.m.**

VI. Approval of Previous Meeting Minutes

The minutes from the previous meeting were presented for approval.

Heidi motioned to approve the minutes. Dylan seconded the motion. **All were in favor.**

VII. New Business

A. 2026–2027 Chair – Dylan Keele

Heidi motioned to have Dylan Keele serve as the **2026–2027 Community Council Chair**. Addison seconded the motion. **All were in favor.**

B. 2026–2027 Vice Chair – Addison Gee

Dylan motioned to have Addison Gee serve as the **2026–2027 Community Council Vice Chair**. Darcie seconded the motion. **All were in favor.**

C. 2026–2027 Land Trust Plan

Gaylene presented the committee with the current year's goals and Land Trust plan and reviewed the areas the school will be working on during the 2026–2027 school year.

D. 2027–2028 Upcoming Plan

Gaylene explained that the committee will use school data to help develop goals for the upcoming school year. The committee will also seek input from other parents regarding ideas and priorities they feel will help the school continue to be successful.

VIII. Principal Report

A. SY26 End-of-Year Results

Gaylene shared the school's end-of-year data and highlighted the successes BCE experienced during the 2025–2026 school year. **BCE has much to celebrate!**

B. SY27 Beginning-of-Year Results

Beginning-of-year testing has been completed. Teachers are setting goals, reviewing diagnostic information, and developing instructional plans to support student success during the 2026–2027 school year.

C. Upcoming Events and Happenings

Gaylene shared upcoming events and activities the school will be working on over the next several weeks.

IX. Adjournment

Greg motioned to adjourn the meeting at **4:07 p.m.** Darcie seconded the motion. **All were in favor.**