



Dolvin Elementary School Governance Council

Date | time 10/2/18 | 7:00 am | Location Dolvin Elementary School, Room 106

SGC Website: <http://school.fultonschools.org/es/dolvin/Pages/School%20Governance%20Council.aspx>

SGC Members

Karen Cooke, Principal | Emily Davis, Appointed Staff Member | Karen Berry, Appointed Community Member | Shelly Noles, Teacher | Jane Li, Parent (Parliamentarian) | Colleen Greathouse, Teacher (Outreach and Community Chair) | Jessica Stewart, Parent (Chair) | Kristina Clement, Parent (Vice-Chair) | Oma Anuebunwa, Appointed Community Member | Jennifer Shaffer, Appointed Staff Member (Budget and Finance Chair)

Time	Item	Owner
7:00 am	Call to Order	Jessica Stewart
7:02 am	Action Item: Approve Agenda	Jessica Stewart
7:05 am	Action Item: Approve September Meeting Minutes	Jessica Stewart
7:10 am	Action Item: Introduce New Appointed Community Member	Karen Cooke
7:15 am	Discussion Item: Cross Council Meeting Debrief	Karen Cooke Shelly Noles
7:20 am	Discussion Item: Strategic Plan Update	Karen Cooke
7:27 am	Discussion Item: Officer & Committee Training	Jessica Stewart
7:30 am	Discussion Item: Schedule Committee Meetings	All
7:35 am	Discussion Item: Community Partnership Assessment	Karen Cooke
7:45 am	Informational Item: Principal's Update	Karen Cooke
7:55 am	Action Item: Set Meeting Agenda	Jessica Stewart
8:00 am	Action Item: Meeting Adjournment	Jessica Stewart

Meeting Norms

Follow Agenda | Be Respectful of Time | Be Respectful of Opinions

Bring Issues to the Table

Notes for School Governance Council Upcoming Training

* To register for Chair/Vice-Chair or Parliamentarian training visit <https://tinyurl.com/sgcofficer>

Training will take place Monday, Oct.22 from 6:30-8:30pm at the North Learning Center

* To register for Budget & Finance or Outreach & Communication training visit <https://tinyurl.com/sgcccommittee>

Training will take place Thursday, Nov. 8 from 6:30-8:30pm at the North Learning Center

** For support in planning your committee meetings, see the Committee Action Plans on page 2 & 3



Outreach & Communication (Fall Semester)

- I. Make sure the SGC website is up-to-date with new member contact information, meeting times/dates/locations, agendas, etc.
- II. Provide a Strategic Plan update to faculty, PTA, Foundation, etc.
- III. Elect and send a representative to Outreach & Communication Committee Training
- IV. Catalog the school's community partners
- V. Create a list of school needs that can be shared with local and external stakeholders
- VI. Elect and send a representative to visit a feeder school's SGC meeting



Community Collaboration: We engage families, community members and civic organizations as active partners.

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Outreach & Communication (Spring Semester)

- I. Create and implement a plan to drive candidate declarations and voting for SGC elections
- II. Ensure that all SGC members complete the Council Self-Assessment & Principal Feedback Survey
- III. Create and implement a transition plan for newly elected SGC members
- IV. Work with the principal to identify potential staff and community members to serve on the SGC next year



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Budget & Finance (Fall Semester)

- I. Provide an update on Flexible Fund expenditures from SY 2017 – 2018
- II. Elect and send a representative to get trained as a Grant Champion
- III. Elect and send a representative to Budget & Finance Committee Training
- IV. Work with school administration to identify strategic initiatives that need financial support in the coming year
- V. Catalog the school's community partners
- VI. Create a list of school needs that can be shared with local and external stakeholders



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Budget & Finance (Spring Semester)

- I. Elect and send a representative to Budget Training
- II. Work with the Principal and school bookkeeper to prepare a budget overview for SY 2018 – 2019
- III. Oversee the annual budget review of the SGC and submit a budget approval certificate to the Governance and Flexibility Team
- IV. Work with school administration to identify strategic initiatives that need financial support for SY 2019 – 2020



Community Collaboration: We engage families, community members and civic organizations as active partners.

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