



AGENDA

Abbot's Hill Elementary School Governance Council

Date 01/31/22 | Time 3:00 / Location TEAMS

SGC Website: <https://school.fultonschools.org/es/abbottshill/Pages/SchoolGovernanceCouncil.aspx>

SGC Members

Roytunda Stabler (Principal), Barbara Simon, Erika Eberhardt, Amy D'Eloia, Sanie Cedrone, Shalon Ryan, Matthew Bodine, Dana Mantella, Martin Vinci

Public Attendee Link to join Meeting

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGRhMTJmNDQzZDI4ZS00NDMzLWlYMGItN2Q5ZDM1MzcwNTRj%40thread.v2/0?context=%7b%22Tid%22%3a%220cdb198-8169-4b70-ba9f-da7e3ba700c2%22%2c%22Oid%22%3a%225770e5ea-211b-483e-b846-3057723324f4%22%2c%22IsBroadcastMeeting%22%3a%22true%7d&btype=a&role=a

Time	Item	Owner
3:00	Action Item: Call to Order	B. Simon
3:01	Welcome We will now begin our January 31, 2022 meeting of the School Governance Council of Abbott's Hill Elementary School. The Council welcomes and encourages citizens to attend its meetings to become better acquainted with the programs of Abbott's Hill Elementary School and the role of the School Governance Council. This meeting is open to the public but is not a public meeting. Citizens are welcome to attend the meeting but must refrain from interruption or distracting the council proceedings. If there are any questions or information that you have for the council, you may contact one of the council members after this meeting or plan to speak at one of the meetings that reserves time for public comment. You can find the council member contact information, meeting dates, and agenda on the School Governance page of the Abbott's Hill Elementary School website.	B. Simon
	Meeting Norms	
	Work for the good of all students Respect ideas and opinions of all council members and participants Communicate to all in an open and transparent manner	
3:05	Action Item: Approve agenda for January 31, 2022	B. Simon
3:08	Action Item: Approve meeting minutes from November 29, 2021	B. Simon
3:11	Action Item: Approve to change date of next meeting	B. Simon
3:14	Action Item: Approve Co-Chair and Outreach & Communications Chair	B. Simon
3:19	Action Item: Charter Dollar Expenditures	B. Simon
3:24	Discussion Item: Parent University Update	A.D'Eloia
3:29	Discussion Item: Schedule Committee Meetings: <ul style="list-style-type: none"> Outreach and Communication: Preparation for Elections Budget and Finance: Preparation for Budget Approval 	M. Bodine/A. D'Eloia
3:39	Discussion Item: STEM Grant Information/Committee	M. Bodine
3:44	Discussion Item: January 2022 SGC Meeting Exercise	M. Bodine/ Dr. Stabler

3:54	Informational Item: Principal Update	Dr. Stabler
4:04	Discussion Item: Set Next Meeting Agenda	B. Simon
4:09	Action Item: Meeting Adjournment	B. Simon

Notes from the Governance and Flexibility Team

* As the window for expenditure requisitions reopens this month, councils should continue discussing and finalizing their plans spending their allotted Charter Dollars. All schools received \$44,500 at the beginning of the school year to support strategic goals & initiatives. These funds must be voted-on and approved by a majority of council members before they can be used for any purchases. All council-approved expenditures should be reported to district leadership through the [Charter Dollar Expenditure Form](#).

** Annual SGC Budget Approvals & Spring Parent/Teacher Elections are rapidly approaching. Council Committees play big roles in successfully navigating these processes. Below are timelines and suggested meeting times for each process/committee. The Governance Team will be sending out additional information and supporting resources related to these tasks in the coming weeks.

Annual SGC Budget Approvals

Budget & Finance Committee Meeting (1 – 2 weeks prior to Council Meeting) - Purpose: Detailed discussion between members and principal regarding cost center allocation decisions; Plan for presenting budget decisions to council for approval and sharing decisions with stakeholders

Council Meeting (1 – 2 weeks prior to Budget Closure) - Purpose: Annual Budget Proposal by principal and committee members culminating in a vote by the council to finalize and approve allocation decisions for the coming school year

Important Dates: Budgets for all schools will open on February 7th and will close on February 25th (ES), March 4th (MS), March 11th (HS)

Spring Parent/Teacher Elections

Outreach & Communication Committee Meeting (January) – Purpose: Plan for securing parent/teacher candidates to ensure competitive elections

Outreach & Communication Committee Meeting (February) – Purpose: Plan for sharing candidate information with constituents and promoting voting

Important Dates: The window for Candidate Declaration will be February 2nd – March 2nd. The voting window will be March 23rd – March 30th.

January 2022 SGC Meeting Exercise: Strategic Budgeting



Focus:	Strategic Budgeting
Purpose:	Preparation for the upcoming Annual Budget Approval process through review of the current state of the school's budget and a discussion of how any predicted or unforeseen events impacts to the year's budgeting decisions. Ensuring that future funding allocations and expenditures are aligned to school initiatives and district priorities.
Time:	20 – 30 Minutes
Facilitator:	Budget & Finance Chair (or Designee)
Exercise:	<ol style="list-style-type: none"> 1. Prior to meeting with the council, work with the principal to prepare a short discussion (5 minutes) of the school's current financial state. Keep the discussion points simple and focused on the areas of funding pertinent to governance council members (ex. Cost Center Status, Charter Dollar Balance, Title 1 – if applicable) 2. At the meeting, briefly review the strategic initiatives that are being prioritized by the school. Limit this discussion to two to three programs/processes/etc. Allow members to ask clarifying questions about the initiatives to ensure the team is clear about the strategic focus of the school. <i>(5 – 7 minutes for discussion and questions)</i> 3. Partner with the principal to lead a conversation about the school's current financial state (See Step 1). Again, allow members to ask clarifying questions, but try to keep the focus of the conversation on big picture budget-related information. Council members will have the opportunity to dive into the specifics of the budget at upcoming committee meetings. <i>(5 – 7 minutes for discussion and questions)</i> 4. Discuss as a group any major expected or unforeseen events that impacted the current year's budget. Then, ask members to give thought to potential impacts that might affect the school's budget moving forward. <i>(5 – 10 minutes for review of current budget and member discussion of potential future impacts)</i>
Next Steps:	Ask the council to consider the predicted or potential impacts discussed at the meeting and consider ways in which the school might work to either mitigate any negative effects or capitalize on potential opportunities. Encourage members to share their thoughts at the next council meeting or to attend future Budget & Finance committee meetings to support the strategic budgeting process.

