



AGENDA

Esther Jackson Elementary School Governance Council

February 18, 2021 4:00pm | Virtual Meeting

Public may attend the meeting by joining this link: [Click here to join the meeting](#)

SGC Members

Ms. Nikol Boyd, Principal | Mrs. Erin Shurbutt, Staff | Ms. Regina Bowie, Teacher | Mrs. Emilie Long, Teacher | Ms. Christine Thompson, Teacher | James Holle, Parent | Rachael Lee, Community Member | Megan Cherfoli, Parent | Helen Loiacono, Parent | Mike Thomas, Community Member

| Time | Item | Owner |
|--------|----------------------------------------------------------------------------------------------------------------------------------|--------------|
| 4:00pm | Call to Order | Ms. Shurbutt |
| 4:02pm | Action Item: Approve Agenda | Ms. Shurbutt |
| 4:05pm | Action Item: Approve January Meeting Minutes | Ms. Shurbutt |
| 4:10pm | Reading of EJES SGC Norms | Ms. Lee |
| 4:12pm | Discussion Item: SGC Election 2021 A. Review upcoming vacancies B. Discuss plan for securing teacher and parent candidates | Ms. Long |
| 4:35pm | Action Item: Alignment of the School Budget with Strategic Outcomes (Page 2) A. Annual Budget Approval | Ms. Boyd |
| 5:00pm | Informational Item: Principal's Update | Ms. Boyd |
| 5:30pm | Discussion Item: Set Next Meeting Agenda | Ms. Shurbutt |
| 5:45pm | Meeting Adjournment | Ms. Shurbutt |

Meeting Norms

Be respectful of time | Be respectful of each other's perspectives | Use individual strengths to maximize our collective work | Assume good will |
Let thoughts be completed before commenting, please do not interrupt others | Maintain confidentiality

Notes from the Governance and Flexibility Team

* School budgets must be voted on and approved by the dates below. Once approved, the council must complete the Budget Approval Form found [here](#) and then send it to their Governance Facilitator.

- Elementary Schools: February 26, 2021

** Candidate Declaration Window: 2/3 – 2/26/2021

Get to know the Candidates: 2/27 – 3/16/2021

SGC Voting Period: 3/17 – 3/24/2021

February SGC Meeting Exercise: Alignment of the School Budget with Strategic Outcomes



| | |
|-------------------------|---------------------------------------------------------------------------------------------------------------|
| Focus: | Alignment of the School Budget with Strategic Outcomes |
| Purpose/Outcome: | Align budget decisions specifically to outcome and initiatives under the school's three strategic priorities. |
| Time: | 15 - 20 minutes |
| Facilitator: | Principal |

Role of SGC

- Monitor & Approve the School Budget
- Allocate Charter Dollar Expenditures
- Identify & Pursue Grants

[School Name] Budget Context

- Strategic Priorities**
 - Alignment with outcomes/initiatives
- Budget Highlights**
 - Allocations and Expenditures
- Additional Fiscal Updates**
 - Charter Dollars and Title 1 (if applicable)

Strategic Priorities

- Priority #1**
[How are you going to focus on student achievement?]
- Priority #2**
[How are you going to focus on people and culture?]
- Priority #3**
[How are you going to focus on community collaboration?]

The principal will remind the council of their three main roles of the SGC for Fiscal Responsibility: monitor and approve the school budget, allocate charter dollars, and identify and pursue grant opportunities.

This month the focus will be on monitoring and approving the school's budget. The principal will remind the SGC of the opening of the budget and closing dates of their school's budget:

All Budgets Open on February 8, 2021

Budget Closing Dates:

- Elementary: February 26, 2021
- Middle: March 5, 2021
- High: March 12, 2021

1. The exercise will begin with the principal reviewing the **Budget Context** (slide 3) from the [Budget Sharing Template](#). The SGC will spend this month on the first area, *Strategic Priorities*.

2. The SGC will use the three guiding questions from the **Strategic Priorities** (slide 4) before reviewing the budget highlights.

Essential Question: How will budget decisions specifically be made in alignment with our outcome and initiatives under our three strategic Priorities?

Priority #1: How are you going to focus on student achievement?

Priority #2: How are you going to focus on people and culture?

Priority #3: How are you going to focus on community collaboration?

3. If your SGCs approves the budget in February, continue onto **Budget Highlights** and **Fiscal Updates** (slides 5-6). If your SGC approves the budget in March, you will reconvene to approve the school budget at your next meeting.

Note: As you continue the remaining steps of the budget approval process, continue returning to your identified strategic priorities to ensure alignment.

Next Steps:

Complete the Budget Approval Process by the designated school level date and have the appropriate parties submit a certificate of approval.