



AGENDA

Findley Oaks Elementary School

Date | time 2/22/2022 | 3:00 pm | A145

SGC Members

Camille Christopher (Principal) | Anthony Jones (Parent) | Sharon Ferguson (Teacher) | Greg Baker (Parent) | Abdullah Daoud (Parent) | Pam Cessna (Teacher) | Stephanie Donaldson (Community Member) | Alex Almanza (Community Member) | Amy Sheridan (Teacher) | Sarah Campen (Teacher)

Time	Item	Owner
3:00pm	Call to Order	Chair
3:02pm	Action Item: Approve Agenda	Chair
3:05 pm	Action Item: Approve October Meeting Minutes	Chair
3:08 pm	Informational Item: Principal's Report	Principal
3:12 pm	Discussion Item: Ensuring Competitive Elections	Outreach Committee Chair
3:30pm	Action Item: Charter Dollars Expenditures	Chair/Budget Chair
3:40 pm	Action Item: FY 23 Budget Presentation	Principal
3:55 pm	Discussion Item: Set Next Meeting Agenda	Chair
4:00pm	Meeting Adjournment	Chair

Meeting Norms

Come Prepared | Be Respectful of Others' Opinions | Work for the Good of All Students

Notes from the Governance and Flexibility Team

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

** All elementary schools must complete the annual budget approval process prior to February 25th. Middle and high school budgets must be approved by March 4th and March 11th respectively. Councils must complete the [Annual Budget Approval form](#) by the aforementioned dates.

*** 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](#). The entirety of these funds should be spent by schools prior to Spring Break.

**** Below are the recommended council and committee meeting dates related to the Budget Approval process and SGC Elections.

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

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

*** All SGC Websites must be in compliance with Georgia Sunshine Laws. Make sure your SGC website is updated with this year’s council member information. Be sure that agendas, summaries of action, approved meeting minutes and your annual calendar of meeting times have been posted.

February 2022 SGC Meeting Exercise: Ensuring Competitive Elections



Focus:	Ensuring Competitive Elections
Purpose:	Preparation for Spring SGC Elections for Parents and Teachers.
Time:	20 – 30 Minutes
Facilitator:	Outreach & Communications Chair (or Designee)
Exercise:	<ol style="list-style-type: none"> 1. Take some time to discuss the challenges and successes your council experienced with SGC elections last spring. How many candidates declared at your school last year? What was the voting turn-out at your school last year? What strategies did the council engage-in to promote elections? <i>(5 – 7 minutes)</i> 2. Review the council rosters sent out by the Governance Team in January to ensure they are accurate and that the team understands who will be rolling-off the council this year. Remember that if a council has two parents rolling-off, they'll need at least three parents to participate in elections to ensure a competitive voting process. <i>(5 – 10 minutes)</i> 3. Ask the council to brainstorm strategies to garner parent and teacher candidates for this year's elections. Reference the SY2022 SGC Elections Guide for detailed information about elections and resources provided by the Governance & Flexibility Team. What are some ways in which the council could inform the community about the role of SGC and encourage participation? <i>(5 – 7 minutes)</i> 4. Create an action plan to drive candidate declarations and voting at your school. Task the members of your Outreach & Communications Committee with carrying out some of the strategies discussed in your today's meeting. Consider working with your school's leadership team or other organizations (PTA, PTO, etc.) to encourage participation in elections. <i>(5 – 10 minutes)</i>
Next Steps:	Create an action plan to drive candidate declarations and voting at your school. Task the members of your Outreach &

	<p>Communications Committee with carrying out some of the strategies discussed in your today's meeting. Consider working with your school's leadership team or other organizations (PTA, PTO, etc.) to encourage participation in elections.</p>
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