



Dolvin Elementary School Governance Council

11/2/2021 | 7:00 am | **Location** Dolvin

SGC Members

Brad Agnew, Chair | Karen Cooke, Principal | Sarah Fetz, Parent | Ji Han, Vice Chair | Jenny Petrina Teacher | Andy Stein, Appointed Staff Member | Jennifer Shaffer, Parliamentarian | Ilyssa Tabor, Parent | Logan Toskey, Parent | Cara Vollberg, Teacher

Time	Item	Owner
7:00 am	Call to Order – The meeting was called to order at 7:06	Brad Agnew
7:02 am	Action Item: Approve Agenda – Motion to approve the agenda was made by Jenn Shaffer and seconded by Ilyssa Tabor	Brad Agnew
7:05 am	Action Item: Approve October Meeting Minutes – Motion to approve the agenda was made by Andy Stein and seconded by Ilyssa Tabor	Brad Agnew
7:07 am	<p>Discussion Item: Principal's Update</p> <p>We are continuing to work on staffing</p> <ul style="list-style-type: none"> ☆ Chang is moving to Haynes Bridge and getting promoted ☆ Yesterday a new candidate was recommended for hire and her first day would be November 15th. ☆ All hiring in Fulton County must be done by November 5th ☆ We are currently looking to hire a ½ time EIP teacher and a ½ time paraprofessional <ul style="list-style-type: none"> ○ These positions would support reading and math ☆ Masking has changed in the district. ☆ Ms. Hogan will be out beginning tomorrow, possibly for the remainder of the semester. 	Karen Cooke
7:15 am	<p>Vote on Charter Fund Spending for Teacher Position</p> <ul style="list-style-type: none"> ☆ We have about \$43,000 - \$45,000 ☆ We are looking to spend about \$33,400 on a ½ time teacher position for the school. ☆ The para position we would pay out of school funds. It would be about \$15,000. ☆ The position will be end dated for the end of the school year. ☆ The team reviewed how the position would support students. ☆ It was a unanimous vote to approve the spending of the charter funds on the teacher position. 	Brad Agnew
7:20 am	<p>Discussion Item: Council Initiatives Activity (See page 2)</p> <ul style="list-style-type: none"> ☆ Talked about how we could support teachers. ☆ Giftwrapping for the holidays. ☆ We will work on collecting gift wrap from families. ☆ Currently adults can come and volunteer with other adults. ☆ Volunteers still need to make sure they have done their volunteer registration and must wear a mask. ☆ Parent Coffee this Week ☆ New Prospect did some diversity and inclusion training and this was shared with the team to support our Strategic Plan 	Brad Agnew

Time	Item	Owner
	<ul style="list-style-type: none"> ☆ Parent coffees have been more well attended since we have begun doing them virtual. ☆ Dolvin Diary – Here is a list of the topics we have covered and here is how to get to them. ☆ Parents shared they really found them helpful when beginning at Dolvin. ☆ Parents shared they would love a parent view in Microsoft Teams. <ul style="list-style-type: none"> ○ This would make it easier for teachers and students with communication. ☆ Reviewed carpool and some ideas to fix <ul style="list-style-type: none"> ○ Talked about the idea of doubling the pay for the crossing guard with charter dollars. ○ Talked about giving money to an HOA to have a sign up for the crossing guard. ○ What are the age requirements? ○ What about an eagle scout? National Honor Society? Beta Club? ☆ Reviewed restocking of staff items. Create a list for Brad. 	
7:35 am	<p>Discussion Item: Superintendent Advisory Council Updates</p> <ul style="list-style-type: none"> ☆ Parents shared they would love a parent view in Microsoft Teams. 	Brad Agnew
7:45 am	Discussion Item: Help Needed to count Food Drive and Gift Wrapping	Brad Agnew
7:55 am	Discussion Item: Set Next Meeting Agenda –	Brad Agnew
8:00 am	Action Item: Meeting Adjournment - Motion to adjourn the meeting was made by Ilyssa Tabor and seconded by Andy Stein at 7:56 AM.	Brad Agnew

Meeting Norms

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

Turn on Camera | Work for the good of all students | Be patient and open-minded | Create an atmosphere of fairness and respect

Notes from the Governance and Flexibility Team

* All councils must submit council information (officers, committees, etc.) to the Strategy & Governance Department using the [Council Information Form](#).

** All new members are required to complete the New Member Onboarding self-guided training module. The Governance Team will also be hosting virtual Officer Training seminars for all Chairs, Vice-Chairs, and Parliamentarians on September 14th and September 28th. Details about all governance training opportunities and information on how to register and attend virtual sessions is available on the [Charter System Website](#).

*** All Charter Dollar expenditures must be recorded using the [Charter Dollar Expenditure Form](#) to maintain adherence to Georgia Sunshine Laws and the FCS Charter Contract. Charter Dollars must be spent in accordance with FCS expenditure guidelines and are subject to the same restrictions as other funds in your cost center. In addition, any purchase made using Charter Dollars must be publicly voted on by your School Governance Council and recorded in your SGC meeting minutes. For examples of district supported Charter Dollars expenditures, please see the [Charter Dollar Matrix](#).

**** 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.

November SGC Meeting Exercise: SGC Council Initiatives



Purpose/Outcome:	Determine the strategic initiatives for your council to focus on and take ownership of during the 2021-2022 school year.
Time:	30 minutes
Facilitator:	Chair (or designee)
<p>Step 1: Take a few minutes to revisit your school’s strategic goals for the school year.</p> <ul style="list-style-type: none"> • Allow council members to ask clarifying questions about the goals. • Discuss how the goals of the school align with district priorities such as the Big Rocks. • Consider how you will measure the success of the goals. <p>Step 2: As a group, brainstorm a list of initiatives that the school is currently implementing or could implement in the future to achieve their strategic goals.</p> <ul style="list-style-type: none"> • Consider inviting non-council teachers or members of the school’s administrative team to provide additional perspective/expertise to the discussion. • Work to narrow the list of initiatives to the ones you believe will be most impactful in achieving the council’s strategic goals. <p>Step 3: Select one or two initiatives for the council to directly oversee and/or support during the 2021-2022 school year.</p> <p>Consider the following questions when determining the council’s strategic initiatives:</p> <ul style="list-style-type: none"> • Are there initiatives that the team (or members of the team) are particularly passionate about? • Are there unique or specialized skills/perspectives that the team (or members of the team) can capitalize on to support an initiative(s)? • For each initiative, consider whether it is better suited to be managed by the school’s leadership team vs. the governance council. <i>Ex. academic initiatives such as Standards Mastery Framework (SMF) are likely to fall under the purview of the teachers and school administrators whereas initiatives related to community partnerships or family/ staff climate might be easier managed by the council.</i> 	
Next Steps:	Schedule time at your next meeting to discuss the initiatives you’ve decided to focus on for the year. Allow members to ask clarifying questions about the initiative(s) to ensure all council members are prepared to move forward with the work. Invite stakeholders (teachers, parents, school administration, etc.) who have expertise or knowledge in the fields of your chosen initiatives and allow them to provide feedback.