



Dolvin Elementary School Governance Council

12/07/2021 | 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
7:00am	Call to Order – The meeting was called to order at 7:15 AM.	Brad Agnew
7:02am	Action Item: Approve Agenda – Motion to approve was made by Andy Stein and seconded by Sarah Fetz.	Brad Agnew
7:05am	Action Item: Approve November Meeting Minutes – Motion to approve the November minutes was made by Ji Han and seconded by Andy Stein.	Brad Agnew
7:07am	Discussion Item: Principal's Update <ul style="list-style-type: none"> - Reviewed new staff members - Transitioning to Atlas a new system for teacher subs, budgeting, recording time, etc. <ul style="list-style-type: none"> o Because of this new system we aren't able to make any changes until at least January - Ms. Knight is back! Wahoo! - Ms. Layton is back! Wahoo! - Gift Wrapping is Thursday/Friday - 80's Day is coming up on December 9th 	Karen Cooke
7:15am	Discussion Item: December SGC Meeting Exercise <ul style="list-style-type: none"> - There is roughly \$3000 left, what are some things we would like to spend our remaining funds on this year. - At the moment we will continue to brainstorm and come up with ideas in the second semester. 	Brad Agnew
7:35am	Discussion Item: Superintendent's Advisory Council Updates <ul style="list-style-type: none"> - Reviewed late start days - Parents shared a lot of feedback about these days <ul style="list-style-type: none"> o Some ideas were shared such as: <ul style="list-style-type: none"> ▪ All kids starting late ▪ Doing an early release - Teachers will be working on LETRS training next 	Brad Agnew
7:55am	Discussion Item: Set Next Meeting Agenda <ul style="list-style-type: none"> - Ji Han will lead the next meeting - We will elect a new chair - Circle back to SGC remaining funds \$3000 - Calendar for next year 	Brad Agnew
8:00am	Action Item: Meeting Adjournment – Motion to adjourn the meeting was made by Andy Stein and seconded by at Ji Han.	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.

December SGC Meeting Exercise: Aligning Charter Dollars to FCS 3 Big Rocks



Focus:	Strategic Budgeting (Charter Dollars)
Purpose/Outcome:	Frame Thinking about the Spending of our Charter Funds: SGC Members and Principal
Time:	15-20 minutes
Facilitator:	Chair of the Budget and Finance Committee
Activator:	The facilitator invites all members of the SGC and Principal to quietly reflect for one minute on the 3 Big Rocks (Relationships & Routines, Tier I Instructions and Interventions).
Protocol:	<ol style="list-style-type: none"> 1. The facilitator passes out a copy or can project/share the Charter Dollar Spending Rubric for the SGC to view as well as the 3 Big Rocks 2. The facilitator asks: “What programs and initiatives took place this fall?” “Are Charter Dollars needed to continue initiatives in the Spring?” The group may share ideas with the council. 3. The facilitator asks: “What are ways that a new proposal may align with the 3 Big Rocks?” 4. The facilitator asks the group “How can we use the Charter Dollar Rubric to ensure Charter Dollars are spent to create medium to high impact?” 5. The SGC brainstorms for 3 minutes with the principal to generate ideas/proposals for spending remaining Charter funds. SGC Members can review the Charter Dollar Matrix for potential spending opportunities. 6. The SGC Members will share out for the Parliamentarian to capture ideas/proposals. <p><i>*Consider opening proposals up to the staff to be considered by the SGC.</i></p>
Next Steps:	<ul style="list-style-type: none"> • Plan Budget and Finance committee meeting to follow up on the feedback. • Budget and Finance committee may do research to provide more information about proposal(s) to the SGC. • Members provide expenditure for each proposal at the next SGC meeting. • Feel free to invite experts to your next SGC meeting who may speak to the council about potential proposal ideas.