



Conley Hills Elementary
 School Governance Council Meeting
 November 3, 2022
 Time: 2:45 pm
 Location: Virtual via Microsoft TEAMS



Time	Agenda Item	Owner
3:00pm	Call to Order	Corker
3:02pm	Action Item: Approve Agenda	Corker
3:05pm	Action Item: Approve October Meeting Minutes	All Members
3:15pm	Discussion Item: Fall Cross Council Meeting Recap/talk about training	Corker
3:30pm	Discussion/Action Item: Council Funding** A. Charter Dollars B. Safety Funds	Corker/
3:50 pm	Informational Item: Principal's Update A. School Safety B. Semester Action Plan Goals/Initiatives	Dr. Bates
4:00 pm	Informational Item: Superintendent Advisory Councils Updates	All Members
4:10 pm	Discussion Item: Draft Next Meeting Agenda	Corker
4:20	Action Item: Meeting Adjournment	Corker
	Turn on Camera Come Prepared Be Respectful of Others' Opinions Work for the Good of All Students Notes and Reminders Appoint Remaining Members for Councils	

Meeting

Turn on all students | Create an respect

Notes from Flexibility

Notes and

Below are details about page of this

* Setting the your meeting:

meeting semester (if first meeting. at your school and you will many Records and important that scheduled that staff would like to be held include a link public are on-line.

* Action items:

motion, a

seemingly simple things like the agenda and meeting minutes need to be voted on).

Remember that principals and student members are not voting members, so even if they are designated as an owner of an action item, the voting members of the council will be responsible for motioning, seconding and voting on the item.

* **Discussion items:** These are agenda items that solicit feedback from council members. They do not require a vote.

* **Informational items:** It is common for councils to receive updates throughout the school year related to the day-to-day management of the school or district happenings. Informational items are usually meant to keep the council up to date on important topics even if they do not fall under the purview of the council. These items do not require a vote.

Norms

Camera | Work for the good of Be patient and open-minded | atmosphere of fairness and

the Governance and Team

Reminders

some tips and additional the items listed on the first document.

date, time, and location of

It is a great idea to set your schedule for the entire fall not the entire year) at your Get this information posted and on your SGC website have already covered requirements of the Open Meetings Laws. It is SGC meetings are outside of school hours so members can attend if they do so. If your meetings will virtually, make sure to so that members of the able to view the meeting

All action items require a second and a vote (even

* **Running the first meeting:** Note that in this agenda the principal runs most of the meeting until the point at which officers are elected and the newly elected chair takes the lead. This is a great practice as there will not technically be a standing chair at the beginning of the first meeting of the year. (Note: if the previous chair is still sitting on the council, they are welcome to run the beginning of year meeting until a new chair is elected)

* **Staffing your committees:** Remember that all SGC members should be a part of at least one committee. The Budget and Finance Committee and the Communications and Outreach Committee require a Chair (any voting SGC member), the principal, three voting SGC members and can have up to three additional SGC or external members. Also, every school needs a Principal Selection Committee regardless of whether they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.

* **Nominating a representative for the Superintendent's Parent/Community Advisory Council:** All schools are asked to select a representative to serve on the Superintendent's Parent/Community Advisory Council. This group meets monthly with the superintendent to provide feedback and receive updates on important issues affecting FCS schools and local communities. Meeting dates/times/locations will be sent out to representatives prior to the first advisory council meeting. If a representative is unable to attend a meeting, another member of the council can attend in their place.

* **Drafting your next meeting agenda:** It is a best practice to draft an agenda for your next meeting at the end of each meeting to help your council plan its upcoming work. If unforeseen events require a council to modify the agenda, the council can simply edit the agenda and vote to approve the modified agenda at the beginning of the next council meeting.