



MINUTES

Esther Jackson Elementary School Governance Council

February 08, 2023 3:30pm | EJ Conference Room

SGC Website: [EJ SGC Website](#)

SGC Members

Ms. Nikol Boyd, Principal | Ms. Jill Vitagliano, Staff | Ms. Lisa MacMillan, Teacher | Mrs. Emilie Long, Teacher | Ms. Christine Thompson, Teacher |
Laura Kirby, Parent | Meghan Cherfoli, Parent | Zach Vaughan, Parent | James Holle, Community Member |

Time	Item	Owner
3:30 pm	Call to Order Ms. Vitagliano called the meeting to order.	Ms. Vitagliano
3:32 pm	Action Item: Approve Agenda Ms. Vitagliano asked for a motion to approve the agenda. Ms. Kirby motioned to approve the agenda. Mr. Vaughan second the motion. All were in favor.	Ms. Vitagliano
3:35 pm	Action Item: Approve January Meeting Minutes Ms. Vitagliano asked for a motion to approve the January meeting minutes. Ms. Cherfoli motioned to approve the minutes. Ms. Long second the motion. All were in favor.	Ms. Vitagliano
3:38 pm	Go over Norms Ms. Vitagliano reviewed the norms.	Ms. Vitagliano
3:40 pm	Informational Item: Budget Presentation We will be voting on the budget, but there may be an edit tomorrow. If there is an edit, we will reconvene to vote. If any other changes are needed to the budget, it will open again in July. 96% of budget personnel and 4% of budget non-personnel. The substantial increase in cost is due to positions. Projected 533 students for 23-24 SY. Strategic priorities include increasing the number of families who feel empowered at our school, an increase in ELA and Math Milestone scores, and a reduction in the number of students who score below proficient on Milestones. Funding allocation for Big Rock #1 Relationship & Culture purchase Title I Liaison and 4 th Grade Teacher. Funding allocation for Big Rock #2 Tier I Instruction purchase 3-5 literacy coach, K-5 math coach, and STEM K-5 part time. Funding allocation for Big Rock #3 Interventions purchase K-2 literacy coach and para.	Ms. Boyd
4:05 pm	Action Item: Vote on Budget	All members

Time	Item	Owner
	Ms. Vitagliano asked for a motion to approve the budget. Ms. Kirby motioned to approve the budget. Ms. Thompson second the motion. All were in favor.	
4:08 pm	Discussion Item: Planning for Parent/Teacher SGC Elections* For election purposes we are looking for 1 teacher, 2 parents, and a community member. Advertise SGC elections in weekly email, spots, flyers at carpool. Flyer at carpool one half SGC election information and one have Peach of a Party fundraiser. Send information about fundraiser to neighboring schools. Parent survey from February 13 to March 10. To increase parent participation in parent survey that you are entered into a raffle for completing the survey.	All members
4:25 pm	Discussion Item: Draft Next Meeting Agenda Next meeting March 28, 2023	Ms. Vitagliano
4:30 pm	Action Item: Meeting Adjournment Ms. Vitagliano asked for a motion to adjourn the meeting. Mr. Holle motioned to end the meeting. Ms. Long second the motion. All were in favor.	Ms. Vitagliano

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

* The declaration period for parents and teachers interested in serving on their local SGCs will run from **February 1st to March 24th**. Click [here](#) to check how many council seats your school has open for these positions in this year's election cycle.

** FY24 Budget development begins on January 30th and will **conclude on February 10th (Elementary Schools) and February 17th (Middle/High Schools)**. SGCs should schedule their February meetings prior to their budget closure date to ensure the council has time to discuss and approve FY24 fiscal allocations.