



MEETING MINUTES

Campbell Elementary School

Date | time 8/24/2023 | 2:45pm | *Location* Microsoft Teams

SGC Website: [Click Here](#)

For the Public: [Click here to join the meeting.](#)

Meeting Norms

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

- Attendees:** Arthur Davis, Principal | Gina Foster, SGC | Rachel Bruckwicky, Teacher | Ericka Garnett, Teacher | Ingrid Pérez-Martin (CESPTA President)/Parent | Linda Koroma, Community Member | Jessica Taylor, Teacher | Deshunta Adams, Coach
- Action Item:** The August 2023 SGC Meeting was called to order by Ms. Gina Foster at 3:00pm.
- Action Item:** Meeting norms were discussed and open for addition or revision. No changes made.
- Action Item:** The agenda was reviewed by meeting attendees, and motioned to be approved by Garnett and a seconded by Koroma.
- Discussion Item:** Member Introductions deemed unnecessary since virtual attendees are determined.
- Action Item:** Election of New Officers was led by Gina Foster with an explanation of duties followed by if there were any questions about duties.
- A. **Chair:** Nomination of **Deshunta Adams**, Motion to Close by Koroma, and seconded by Garnett. Voted and approved.
 - B. **Vice Chair:** Nomination of **Jessica Taylor**, Motion to Close by Koroma, and seconded by Garnett. Voted and approved.
 - C. **Parliamentarian:** Nomination of **Ericka Garnett**, Motion to Close by Koroma, and seconded by Taylor. Voted and approved.
- Action Item:** Staffing of Standing Committees was discussed by Gina Foster, minimum of one meeting per semester and each committee require SGC members and three external members.
- I. Budget and Finance Committee: Deshunta Adams, Rachel Bruckwicky, Linda Koroma
 - II. Community and Outreach Committee: Ericka Garnett, Jessica Taylor, Ingrid Pérez-Martin
 - III. Principal Selection Committee: Deshunta Adams; Chair, Linda Koroma Ingrid Pérez-Martin, Jessica Taylor

IV. Inquiry of replacing Lisa Brown: Teacher position seat is being tabled until conversation had with Mrs. Brittany Harrison (Hill)

Discussion Item: Nomination for Representative for Superintendent's Parent/Community Advisory Council was maintained by Linda Koroma. Koroma inquires on how she will be notified of the meetings. Foster informed that she will receive the dates by email.

Discussion Item: Seed Fund/Charter Dollars was discussed by Principal Davis, who states the school will receive \$46,390. Foster informed the seed monies will be available by the end of August. Proposals for the spending of funds can be presented at the next meeting.

Discussion Item: The meeting schedule for upcoming SGC meetings will be held on the third Thursday of each month with a minimum of six meetings per year.

Meeting Dates:

September 21, 2023 @ 2:45pm

October 19, 2023 @ 2:45pm

November 16, 2023 @ 2:45pm

January 18, 2023 @ 2:45pm

February 15, 2023 @ 2:45pm

March 21, 2023 @ 2:45pm

April 18, 2023 @ 2:45pm

May 16, 2023 @ 2:45pm

A total of eight scheduled meetings.

Informational Item: Principal's Updates are:

-Annual Title I Meeting will be held Wednesday September 6, 2023

-Principal's Meeting was this past Wednesday August 23, 2023

-Bus Driver's were given popsicles, school bus temperatures reaching up to 110 degrees.

-Appreciation to Mrs. Bruckwicki and Mr. Turner on bus dismissal and safety

-Previous Campbell goal of "Growing 5% in English Language Arts and Reading was met this past school year.

-Present Seed Proposals for next meeting

Discussion Item: Draft of the next meeting agenda was discussed and new member trainings are available. Gina Foster provided her email of fosterg@fultonschools.org for information needed for trainings or support.

Action Item: Motion to Adjourn by Deshunta Adams, and seconded by Ingrid Pérez-Martin. Meeting adjourned at 3:32pm.

Notes and Reminders

Below are some tips and additional details about the items listed on the first page of this document.

* **Setting the date, time, and location of your meeting:** It is a great idea to set your meeting schedule for the entire fall semester (if not the entire year) at your first meeting. Get this information posted at your school and on your SGC website and you will have already covered many requirements of the Open Records and Meetings Laws. It is important that SGC meetings are scheduled outside of school hours so that staff members can attend if they would like to do so. If your meetings will be held virtually, make sure to include a link so that members of the public are able to view the meeting on-line.

* **Action items:** All action items require a motion, a second and a vote (even 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.

* **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.