SGC Meeting Minutes

September 26, 2023

**Members in Attendance**

V. Cherry, Siedah Richardson, Shanetria Lorick, Gustarva Foster, R. Howard, Shelley Leonta, K. Truitt, and Principal Bowens

8:03 AM – Meeting called to order

* Each member present introduced themselves and stated their affiliation with Palmetto Elementary.
* The members unable to attend were Ms. Warrington, Parent Representative, Jessica Jackson, State Farm, and Ms. Thompson, Owens Corning.

**Action Items**

* The agenda read by Principal Bowens. A motion was made by K. Truitt to amend the agenda so that it included budget updates received by Principal Bowens on September 25, 2023. The 2nd was made by V. Cherry.
* Meeting norms set by council.
  + Be on time.
  + Be solution oriented.
  + Communicate clearly and transparently.
* May meeting minutes read by R. Howard. G. Foster made the motion to approve the May meeting minutes. S. Richardson made the second to the motion.
* The committee members for the 2023-2024 year are as follows:
  + Budget and Finance – G. Foster (Chair), S. Leonta, and S. Robinson
  + Outreach and Communication – S. Lorick (Chair), V. Cherry, and S. Robinson
* The officers for the 2023-2024 year are as follows:
  + Chairperson – K. Truitt
  + Vice Chairperson – G. Foster
  + Parliamentarian – R. Howard

**Discussion Item**

* The meeting calendar was set for the year.
  + October 18, 2023 In person 8:00 AM
  + November 15, 2023 Public meeting in Microsoft Teams 6:00 PM
  + December No meeting
  + January 17, 2024 In person 8:00 AM
  + February 22, 2024 Public meeting in Microsoft Teams 6:00 PM
  + March No meeting
  + April 17, 2024 In person 8:00 AM
  + May 9, 2024 Optional meeting in Microsoft Teams 6:00 PM

**Informational Item/School Updates**

* One Special Needs Prekindergarten class has been added. Ten applicants expressed an interest in the position. Five of the ten were interviewed on September 25, 2023. Three of those interviewed were partially certified, and two had no experience. The interview committee selected two applicants and awaits guidance from HR.
* The district has moved the start date for the K-8 STEM school to the 2026-2027 school year.
* Palmetto has a part-time EIP vacancy. The position requires a 20-hour work week. The person must be certified in Reading and Mathematics, and able to teach K-5.
* The two current Autism teachers are fully certified. The classroom environments have improved since the teachers were switched. The K-2 teacher was moved to 3-5, and vice versa.
* September is Attendance Awareness Month. Palmetto ranks in the Far Below category for attendance.

**Action Item**

* Budget
  + The school has received $46,000 in SGC funds. The suggested use of the funds is as follows:
    - Materials and supplies for teachers and students
    - Classroom furniture
    - Ink/printers
    - Technology
    - Car rider signs
    - Paper
    - Data board signs
    - Signs from a printing company
    - Field trips
  + The school has received $21,000 in Title I funds which are slated to purchase materials and supplies for parents and students.
* A motion to approve the budget was made by S. Richardson, and the 2nd was made by G. Foster.
* A review of last year's survey will be added to the next meeting agenda.

**Questions**

* Foster – Can SGC funds be used for teacher appreciation? Bowens – No. The upcoming Sneaker Ball will help with Teacher Appreciation Week. Anytime items are purchased for teachers, the money comes from the principal’s budget. For example, funds from the principals’ budget were used to make purchases for the Zone 2 CoP meeting on 9/27. Palmetto is the host school.
* Truitt – Do PTA and SGC work together? Bowens – The two organizations are different governing bodies. Parents have signed up to be a part of PTA. There must be 15 paid members for the PTA to be official. The school is waiting on guidance from the District PTA lead on how money is to be collected.
* Leonta – Can PTA funds be used for field trips? Bowens – PTA has more flexibility with funds than the SGC.
* Leonta -What are the biggest budget needs? Bowens -The biggest budget needs are a paraprofessional and supplies.
* Leonta – How do we buy personnel? Bowens – Because there is not enough money in the principal’s budget, a private company can donate the funds. The principal needs at least $88,000 to purchase a teacher, and about half of that to purchase a paraprofessional.

8:52 AM Meeting adjourned