Cherokee County
School District

MINUTES FOR SCHOOL COUNCIL MEETING

Mill Creek Middle School - School Council
September 27, 2023

1. Call to Order – The meeting of the Mill Creek MS School Council was called to order at 8:06 AM. The members of the council who were present at the meeting were AJ Ferraro, Robin Burton, Janna Giles, Amanda Johnson, Jim Elder, Susanne O'Brien, and Matthew May.

2. Pledge of Allegiance

3. Approval of Agenda – Mr. May reviewed the agenda with the School Council. Robin Burton made a motion to approve the agenda, the motion was seconded by Janna Giles.

4. Approval of Minutes – Mr. May showed the School Council where the Minutes from the previous meeting (4/18/23) were located on the MCMS Website. Mr. May explained that all minutes were located on the website and accessible to the council and the public. Mr. May also explained that there is a hard copy available in the Front Office of the school should anyone request to review them.

5. Presentation to School Council

   - Prior to the Presentations to the School Council, each member briefly introduced themselves to the group.

   School Council Required Training - Matthew May, Principal

   - Mr. May conducted the annual School Council Required Training with the members. The training include reviewing the School Council By-Laws, Reviewing the School Council Handbook, and reviewing the School Council Presentation SY 2023-2024. Members reviewed the purpose and role of the school council. During the training the following positions were selected for the 2023-2024 school year.

     - Chairperson: Robin Burton
     - Vice Chairperson: AJ Ferraro
     - Secretary: Jim Elder

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2023-2024 School Improvement Plan – Norma Toner & Jim Elder, SIP Chairs

- School Improvement Committee Chairs Norma Toner and Jim Elder reviewed the school improvement plan progress from the previous school years. Discussions took place regarding areas of progress and areas still needing attention. After the discussion of previous years goals, the goals for the 2023-2024 school year were introduced and discussed with the members. A new goal for the 23-24 school year, having students identify a trusted adult in the building, was discussed in detail. The committee explained the importance of building relationships as important step in helping students find success and support in middle school.

6. Report of the Principal

- Mr. May conducted a general overview of the school budget and expenditure process with the council. Questions were asked about the funding sources and impact that inflation has had on the process. Mr. May explained that while budgets had been impacted by inflation, the school made adjustments to ensure that items needed for instruction and teaching were available to teachers and students.

7. Old Business

None

8. New Business

Leadership Qualities of a Principal – Update for 2023-2024

- After a review of the 2022-2023 Leadership Qualities of a Principal, the School Council made the decision to adopt them as the 2023-2024 qualities to be submitted to the district.

9. Adjournment – A motion was made by Mr. May to adjourn the meeting a 9:12 and was seconded by AJ Ferraro.

Mill Creek Middle School - School Council
442 Arnold Mill Road Woodstock GA 30188
770-721-6400

Matthew May, Principal

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School Council Compliance Checklist

To be submitted with the Annual Report of the school council to the Local Board of Education.

Bylaws (O.C.G.A. § 20-2-86 (h))

Bylaws in accordance with the 2007 school council law have been adopted. Yes ___ No ___

Membership (O.C.G.A. § 20-2-86 (d))

At least 2 Teacher members	✓ Yes	___ No	Terms End 2nd of 2023/2024
At least 2 Parent members	✓ Yes	___ No	Terms End _____
2 Business members*	✓ Yes	___ No	Terms End _____
Other members as specified within bylaws	___ Yes	___ No	X None added to bylaws.
Parents are majority members	✓ Yes	___ No	

*For terms beginning after July 1, 2007, these 2 business persons must also be parents.

Elections (O.C.G.A. § 20-2-86 (d))

Elections were held on AUG 29 + 31, 2023 (DATE) for 1 position – AMANDA JOHNSON ELECTED (NUMBER AND POSITION)

_____ for _____

Officers (O.C.G.A. § 20-2-86(j))

Chairperson, vice chairperson, and secretary were elected on 9/27/23 for a term of 1 YEAR

CHAIR: ROBIN BURTON
VICE: AJ FERRARO
SECRETARY: JIM ELDER

Meetings (O.C.G.A. § 20-2-86 (f))

Number of meetings held: 4 (At *least* four meetings per year are required.)

Training (O.C.G.A. § 20-2-86 (b))

All school council members have attended training on the organizational, legal, and procedural issues regarding school councils: ✓ Yes ___ No

Additional annual training was offered on 9/27/23 at 9:00 by MATTHEW MAY (PRINCIPAL) 7 school council members attended.

___ No additional annual training was offered.

Improvement Plan (O.C.G.A. § 20-2-86(r)(4))

The school council received, reviewed, and approved the school improvement plan on _____.

___ The school council has not approved the school improvement plan; it was received on _____.

___ The school council has not received the school improvement plan.

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Financial Data and Class Size Information (O.C.G.A. § 20-2-86(p))

The school council received and reviewed school site budget and expenditure information on 9/27/23.

____ The school council has not received school site budget and expenditure information.

The school council received and reviewed class sizes by grade on _____.

✓ The school council has not received class size information. will BE DISCUSSED AT FUTURE MEETING.

Confirmation

We confirm the above information is correct.

Chairperson: Robin B. Burr 9-27-23
SIGNATURE DATE

Vice Chairperson: 9-27-23
SIGNATURE DATE

Secretary: 9-27-23
SIGNATURE DATE