



# AGENDA

## Creek View Elementary School Governance Council

*Date | time* 8/29/2024- 3:00pm | *Location* Creek View Media Center  
SGC Website: <http://www.creekview.org/schoolgovernance>

### SGC Members

Monica In, Principal | Dorian Gower, Staff | Abraham Berman, Staff | Brett McConnel, Staff | Grace Testa, Staff | Alyson Hartman, Appointed Community Member | Meghan Markham, Appointed Community Member | Jason Burton, Parent | Andrew Stanforth, Parent | AJ Richman, Parent |

Time	Item	Owner
3:00 pm	Call to Order	Monica In
3:02 pm	Action Item: Approve Agenda	Monica In
3:05 pm	Action Item: Approve May Meeting Minutes	Monica In
3:10 pm	Discussion Item: Member Introduction	All Members
3:15 pm	Action Item: Elect New Officers (Chair, Vice Chair, Parliamentarian)	Monica In
3:20 pm	Action Item: Staff Standing Committees: Budget & Finance, Outreach and Communication, Principal Selection	Elected Chair
3:25 pm	Discussion Item: Confirm Parent/Community Superintendent Advisory Council Representative (Virtual mtgs 10:00-11:00: 9/27, 10/23, 11/14, 2/26, 3/26, 4/22)	Monica In
3:28 pm	Discussion Item: Review SY24-25 Meeting Schedule (8/29, 10/3, 11/7, 1/16, 2/20, 3/20, 5/15)	All Members
3:30 pm	Discussion Item: Strategic Planning	Monica In
3:35 pm	Information Item: Principal's Update <ol style="list-style-type: none"><li>Potential School Staffing Changes</li><li>Shifts in District Policy or School Practices</li><li>Calendar of upcoming school events</li></ol>	Monica In
3:40 pm	Discussion Item: September Meeting Agenda	All Members
4:00 pm	Action Item: Meeting Adjournment	Elected Chair

### Meeting Norms

I will be respectful of our time and opinions; I will be prepared; We will come with the best interest of the entire Creek View community.  
I will have a positive attitude; We will stay focused on the current agenda.

Cross Council Dates: Oct 1, 2024 9AM-11AM South Learning Center  
Oct 3, 2024 9AM-11AM Admin Building  
Oct 10, 2023 9AM-11AM North Learning Center

\* **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.