



# MINUTES

## Esther Jackson Elementary School Governance Council

February 22, 2024 3:45pm | Esther Jackson Elementary School

SGC Website: [EJ SGC Website](#)

### SGC Members

Ms. Nikol Boyd, Principal | Ms. Jill Vitagliano, Staff | Ms. Lisa MacMillan, Teacher | Mrs. Katelyn Bivins, Teacher | Ms. Christine Thompson, Teacher | Laura Kirby, Parent | Lisette Hoschek, Parent | Nohemi Rojas-Sanchez, Parent | Zach Vaughan, Community Member | James Holle, Community Member |

Time	Item	Owner
3:45 pm	Call to Order Ms. Vitagliano called the meeting to order.	Ms. Vitagliano
3:47 pm	Action Item: Approve Agenda Ms. Vitagliano asked for a motion to approve the agenda. Mr. Holle motioned to approve the agenda. Ms. Thompson second the motion. All were in favor.	Ms. Vitagliano
3:50 pm	Action Item: Approve January's Meeting Minutes Ms. Vitagliano asked for a motion to approve January's Meeting Minutes. Mr. Vaughan motioned to approve the minutes. Ms. Bivins second the motion. All were in favor.	Ms. Vitagliano
3:52 pm	Review Norms Ms. Vitagliano reviewed norms.	Ms. Vitagliano
3:55 pm	Discussion Item: Parent/Teacher SGC Elections: Candidate Declarations Flyer translation is complete, and the flyers will be given out at carpool next week. Flyers will be posted around school. Ms. Johnson and Ms. A. Sather have expressed interest in running for office. We are reaching out to other teachers. Ms. Kirby is creating a letter to send out to parents that can be personalized. Looking into Whit's and Roswell Home Church for partnership. Creating blurb for parent newsletter with translation to send to homeroom teachers.	Ms. Bivins
4:10 pm	Action Item: Annual Budget Approval** Purchased .5 BCL (plus the .5 ESOL para) for 2 BCL. Purchased .5 RtI position to be combined with a .5 EIP teacher full time position, this position will be heading RtI process, instead of our CST. 2.5 EIP teachers earned. Earned literacy coach and math coach. Career Exploration program will be the 5 <sup>th</sup> special on the wheel (provided curriculum and materials, we needed to purchase position). Earned 2 PreK, 4 Kinder, 3 First grade, 4 Second grade, 4 Third grade, 3 Fourth grade, 3 Fifth grade, 5 ESOL, and 2.5 EIP. The biggest change was in position costs and the amount of budget was decreased. The number of economically disadvantaged decreased, so title I school funds decreased.	Ms. Boyd

Time	Item	Owner
	Ms. Vitagliano asked for a motion to approve the budget. Ms. Bivins motioned to approve the budget. Ms. Hoschek second the motion. All were in favor.	
4:35 pm	<p>Informational Item: Principal's Update</p> <p>A. Semester Action Plan/ Initiatives</p> <p>Zone Superintendent and team meeting on March 4<sup>th</sup> to review unit assessment data and test prep planning.</p> <p>B. Annual Perception Survey</p> <p>Requires a certain percentage of participation. Ms. Stafford is creating a schedule for students to complete at school. Need staff members to take survey. Also, parents need to participate in the survey.</p> <p>C. Recap from Carpool Convo</p> <p>Recommended the process start in the fall with the beginning of the school year. Everyone, including staff, uses the new traffic pattern. The initial design of the parking lot is the ideal way to keep the roads clear (it fits 80 cars within the lot, instead of being out in the main road. The officer's job is the safety of crossing kids, not directing traffic.</p>	Ms. Boyd
4:55 pm	<p>Informational Item: Roswell Home Church</p> <p>One Sunday a month, fresh produce for families and a hot meal. Once a month breakfast from Chick-fil-a.</p>	NNMs. Boyd
5:00 pm	<p>Discussion Item: Discuss Grant Proposals for Charter Dollars</p> <p>Received 15 more grants, Ms. Boyd will send an email describing the grants to yay or nay the grant.</p>	All Members
5:15 pm	<p>Informational Item: Superintendent Advisory Council Updates</p>	Ms. Hoschek
5:20 pm	<p>Informational Item: Upcoming Cross-Council Meeting</p> <p>February 28<sup>th</sup> next cross council meeting at North Learning Center 8:30-10:30</p>	Ms. Vitagliano
5:25 pm	<p>Discussion Item: Draft Next Meeting Agenda</p> <p>Next meeting March 21<sup>st</sup> at 3:45</p>	All Members
5:30 pm	<p>Action Item: Meeting Adjournment</p> <p>Ms. Vitagliano called for a motion to end the meeting. Ms. Bivins motioned to end the meeting. Mr. Holle second the motion. All were in favor.</p>	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 5<sup>th</sup> to March 29<sup>th</sup>**. Click [here](#) to check how many council seats your school has open for these positions in this year's election cycle.

\*\* FY25 Budget development begins on February 5<sup>th</sup> and will **conclude on February 23<sup>rd</sup> (Elementary Schools), March 1<sup>st</sup> (Middle Schools), and March 8<sup>th</sup> (High Schools)**. SGCs should schedule their February and March meetings prior to their budget closure date to ensure the council has time to discuss and approve FY25 fiscal allocations.

\*\*\* All councils must spend the entirety of their Charter Dollars prior to the end of the school year (Charter Dollar expenditures should align with all FCS Contracting requirements and purchase deadlines). See the [Charter Dollar Matrix](#) for expenditure suggestions from each FCS district department.