

## November Agenda

**School: Esther Jackson Elementary School**

**Date: 11/21/2024**

**Time: 3:45 PM**

**Location: Esther Jackson Conference Room**

### **SGC Members:**

Ms. Nikol Boyd, Principal | Ms. Jill Vitagliano, Staff | Ms. Lisa MacMillan, Teacher | Mrs. Katelyn Bivins, Teacher | Ms. Avery Sather, Teacher | Kyle Finley, Parent | Lisette Hoschek, Parent | | Nohemi Rojas-Sanchez, Parent | Zach Vaughan, Community Member | Kenny Bittick, Community Member |

**3:45PM** Call to Order (*Jill Vitagliano*)

**3:47PM** Action Item: Approve Agenda (*Jill Vitagliano*)

**3:50PM** Action Item: Approve October Minutes (*Jill Vitagliano*)

**3:52PM** Informational Item: Introductions (All members)

**4:00PM** Informational Item: Superintendent Advisory Council Update (*Zach Vaughan*)

**4:05PM** Discussion Item: Strategic Planning\*\* (*All Members*)

- A. Review Feedback
- B. Monitor Progress

**4:25PM** Informational Item: Principal's Update (*Ms. Stafford*)

**4:45PM** Discussion Item: Charter Dollar Expenditure Proposals (*All Members*)

**5:15PM** Action Item: Approve Charter Dollar Expenditure Proposals (if needed) (*Jill Vitagliano*)

**5:20PM** Discussion Item: Schedule committee meeting for Outreach Committee (All Members)

**5:25PM** Discussion Item: Draft Next Meeting's Agenda (*All Members*)

**5:30PM** Action Item: Meeting Adjournment (*Jill 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

## Notes and Reminders

### **\*SGC Website Audits**

Each school year, the Governance & Flexibility Team periodically performs website audits to ensure all School Governance Councils throughout the district are in compliance with Georgia Open Records and Meetings laws. These audits require councils to post information related, but not limited to the following:

- Date, Time, Place/Access Instructions for all Meetings
- Council Documentation (Minutes, Agendas, Summaries of Action)
- Council Roster, Term-End Dates, FCS E-mail Addresses
- Officer and Committee Information

The Governance & Flexibility Team completed website audits for all schools last month. For a list of SGC website requirements, please review the SGC [Website Audit Form](#).

### **\*\*Strategic Planning (November)**

Thank you for your dedication and hard work in completing your inaugural School Strategic Action Plans. As a friendly reminder, all Strategic Action Plans must be approved by a majority council vote and submitted by November 1, 2024.

Once submitted, please anticipate the following timeline:

- **November:** Zone Superintendents will review and provide feedback on the School Strategic Action Plans. Notifications regarding feedback or approval will be sent directly to principals, who will then share them with council members.
- **Ongoing:** Councils should develop a plan to share their Strategic Action Plans with the school community and communicate the school's goals and progress.
- **Initial Monitoring:** Councils should identify one or two key actions or tasks to prioritize for direct engagement throughout the school year. Additionally, please be prepared to provide initial progress updates on these selected areas.

We appreciate your continued commitment to the success of your school.

### **\*\*\*Charter Dollars**

This year, schools have received **\$46,391 in Charter Dollars** to help meet their strategic goals through local innovative solutions. These funds should be used for non-personnel purchases such as supplies, registrations, communications, etc. When purchasing personnel, schools are advised to use other funding sources allowable for positions. If Charter Dollars are requested for personnel, the expenditure will require approval from the Zone Superintendent, SGC, and Executive Director of Governance and Strategy. Additionally, any materials purchased to support literacy instruction must align with [GaDOE literacy requirements](#).

Each Charter Dollar expenditure requires an SGC vote for approval, the completion of the [Charter Dollar Expenditure Form](#), and is subject to the same district guidelines that govern school cost center budgets. All Charter Dollars must be spent in the year they are received to support our current student population. We encourage SGCs to schedule discussions early in the year to plan for these expenditures, ensuring all purchases are made before end-of-year spending deadlines. See our [Charter Dollar Matrix](#) for examples of FCS-supported expenditures.