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AGENDA

Hamilton E. Holmes Elementary School Governance Council

Date | *time* 1/16/2025 | 7:30am | *Location* Principal's Conference Room

TEAMS Link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGZmNzU5OTEtYWM4OS00MmE3LWJiNzEtMDM3YzQ3OGZlYzhl%40thread.v2/0?context=%7b%22Tid%22%3a%220cdcb198-8169-4b70-ba9f-da7e3ba700c2%22%2c%22Oid%22%3a%222f52cf9b-9a31-4f5a-88f7-c503adad239f%22%7d

SGC Members

Mr. Felipe Jackson, Principal | Ms. Racquel Plummer, School Employee | Mrs. Treneka Christian, Teacher | Ms. Ebone Parks, Teacher | Shiron Jelks, School Employee | Ms. Fabiola Martinez Garcia, Parent | Ms. Nohemi Gudino, School Employee | Ms. Celine Heflin, Parent | Mrs. Tamika Byrd-Green, Community Member | Dr. Chasity Adams, Community Member |

7:30AM Call to Order *(Chair)*

Motioned Christian, Seconded by Byrd

7:32AM Action Item: Approve Agenda *(Chair)*

Motioned Jelks, Second Byrd

7:37AM Action Item: Approve November Minutes *(Chair)*

Motioned Parks, Second Christian

7:40 AM Discussion Item: Schedule Spring Committee Meetings* *(All Members)*

Outreach and communication, budget and finance meetings. Some members will be transitioning out of SGC, want to ensure we have committees in place before elections. Byrd will organize the outreach and communication meeting. Reaching out to stakeholders and businesses to see what resources and opportunities are available for our school. Christian will organize the budget and finance meeting. Annual budget approval process. Both meetings will have to take place before our next SGC meeting, February 20th.

Meeting Norms

Silences Phones | Be Respectful of Others' Opinions | Work for the Good of All Students

Communication & Outreach Committee (Elections, Community Partnerships, School Events etc.)

	Name
SGC Chair	Ms. Racquel Plummer
SGC Member	Ms. Shiron Jelks
SGC Member	**Mrs. Tamika Byrd-Green**
SGC Member	Ms. Fabiola Martinez Garcia
External Member	Ms. Ariel Williams
External Member	Ms. Alexis Clark
External Member	

Budget & Finance Committee (Budget, Grant Opportunities, Fundraisers etc.)

	Name
SGC Chair	Ms. Racquel Plummer
SGC Member	**Mrs. Treneka Christian**
SGC Member	Ms. Ebone Parks
SGC Member	Ms. Shiron Jelks
External Member (Possibly Bookkeeper)	Mrs. Verna Phillips
External Member	Mr. Paul Duval
External Member	Mrs. Linsey-Smith

7:49AM Informational Item: Superintendent Advisory Council Update *(Advisory Council Representative)*

Meeting was canceled, will update when it will be rescheduled.

7:50AM Discussion Item: Strategic Monitoring** *(Principal)*

7:55Am Discussion Item: ****Annual Budget Approval**

FY26 Budget development begins on February 10th and will **conclude on February 28th (Elementary Schools)** and **March 7th** (**Middle & 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 FY26 fiscal allocations.

7:56AM Discussion Item: Charter Dollar Expenditure Proposals *(All Members)*

Members will meet with grade levels to discuss items to be purchased using charter dollar funds. Items must be sustainable and reusable; no food items. Software and subscriptions must be approved through Germany before purchase. Leadership cohorts.

Clubs and grade levels will have a hard deadline to submit requests and proposals. February 14th.

8:20AM Informational Item: Principal's Update *(Principal)*

Principal Jackson provided an update on academics, surveys, PBIS incentives, leadership.

- *STEAM School Application*

8:26AM Discussion Item: Draft Next Meeting's Agenda *(All Members)*

Budget approval, planning for elections, advisory council meeting, charter dollar expenditures and approvals.

8:28AM Action Item: Meeting Adjournment *(Chair)*

Adjourned by Parks. Second by Christian.

Notes and Reminders

***Committee Meetings**

Outreach & Communication Committees should plan to meet in January to start planning for the Spring Parent & Teacher Elections. Budget & Finance Committees should plan to meet in February to prepare for the council's annual budget approval.

****Strategic Monitoring (December)**

- **December:** Cabinet and Board of Education will be approving plans. School will receive notification when all plans have been approved.
- **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.

Thank you for your unwavering dedication 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.