



Paul D. West Middle School

Where improvement is a process, not a destination

22-23 School Governance Council

Date: 2-21-24 Time: 5:00 p.m. – 6:00 p.m. Location: TEAMS

Meeting Norms: Start and End on Time, Be Respectful of Others' Opinions, Work for the Good of All Students

Membership	Parent	Parent	Parent	Teacher	Teacher	Principal Appointed	Principal Appointed	Community	Community	Non-Voting Member
Name	Mrs. Rosa Madrigal 6/30/24*	Gerald Shepherd 6/30/25	Maria Stephens 6/30/25	Norman West 6/30/24*	KaKenya William Strange 6/30/2025	Joan Gage 6/30/24*	Joseph Geib 6/30/25	Ms. Marissa Akery 6/30/24*	Jennifer Person 6/30/25	Dr. Darrell Stephens
Board Position	Member	Member	Member	Chair	Vice-Chair	Parliamentarian	Member	Member	Member	Non-Voting Member

AGENDA

Time	Item	Owner
5:00 pm	Procedure: Call to Order	Chair
5:02 pm	Action Item: Approval of Agenda	Chair
5:05 pm	Action Item: Approval of February Meeting Minutes	Chair
5:10 pm	Discussion Item: Review Meeting Norms	All Members
5:15 pm	Discussion Item: Election and Marketing Activity	Chair
5:25 pm	Discussion Item: Declare candidacy Feb 5 th - March 29	Chair
5:30 pm	Action Item: Spring Cross Council Meetings	Chair
5:35 pm	Action Item: FY25 Annual Budget Approvals	Chair
5:45 pm	Informational Item: Principal's Update	Principal
5:50 pm	Action Item: Next Month's Agenda	Chair
5:55 pm	Action Item: Action Item: Meeting Adjournment	Chair



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Notes from the Governance and Flexibility Team

Parent and Teacher Elections

The window for parents and teachers to declare candidacy for their school's SGC opens next Monday, **February 5, 2024**. During this time, individuals interested in serving a 2-year term (July 1, 2024 – June 30, 2026) will need to complete a Candidate Declaration Form available on the [Charter System Website](#). The declaration window will close on **March 29, 2024**. Interested parents and teachers can click [here](#) to access requirements for candidacy. Your school should have received a physical marketing kit containing posters, handouts, and lawn signs that your team can use to promote both the declaration and voting process. If you haven't received it by Friday, please let me know. Finally, you can check how many open seats you have for elections by clicking [here](#).

- Spring Cross Council Meetings

On **February 28th (8:30am – 10:30am @ North Learning Center)** and **March 1st (8:30am – 10:30am @ South Learning Center)** the Governance Team will host its Spring Cross Councils. These sessions will be an opportunity for you to collaborate with SGC members across the district, learn explorative problem-solving skills your council can use to drive innovation at your school, and hear updates from the Governance Team related to SGC processes in Fulton. Each council should select 1 – 2 members to attend a Cross Councils session and register those members using the [Spring 2024 Cross Council Sign-up Genius](#). We look forward to seeing all of you who are able to attend!

-FY25 Annual Budget Approvals

In February and March, all councils will work to finalize and approve their school's cost center budget for the coming school year. Council members can access our self-paced virtual Strategic Budgeting Training which provides an overview of the approval process by visiting the [Training Opportunities section of our Charter System Website](#). A [Sample Budget Sharing Template](#) is also available to support principals and councils with the budget presentation and approval process. FY25 Budget development begins on February 5th and will conclude on **February 23rd (Elementary Schools), March 1st (Middle Schools), and March 8th (High Schools)**. Please ensure your council has scheduled its February/March meeting prior to your budget closure date to ensure the council has time to discuss and approve FY25 fiscal allocations. Following the council's approval, each school should complete and submit the [FY25 Annual Budget Approval Form](#).