



MEETING MINUTES

Lake Windward Governance Council

Date | time 3/5/2025 | 7:10am | *Location* Busing's Office

SGC Member Attendance

Lauren Busing, Principal	Ü	Susan Kimani, Parent	Ü
Kelly O'Connor, Appointed Staff	Ü	Sierra Gritz, Parent	Ü
Kristen McNeely, Teacher	Ü	Cassie Arnold, Parent	Ü
Christina Nickel, Teacher	Ü	Shannon Bontrager, Community Member	Ü
Jan Palermo, Appointed Staff	Ü	Tarran Craver, Community Member	Ü

Guest Attendance: Katie Kinsey

7:13am	Call to Order	Jan Palermo
7:13am	Action Item: Approve Agenda	Jan Palermo
7:13am	Action Item: Approve February Meeting Minutes	Jan Palermo
7:14am	Information Item: Superintendent Advisory Council Updates	Sierra Gritz
7:15am	Discussion Item: Planning for Parent/Teacher SGC Elections	Lauren Busing
7:37am	Information Item: Principal's Update	All Members
7:53am	Discussion Item: Draft Next Meeting	Jan Palermo
7:59am	Action Item: Meeting Adjournment	Jan Palermo

Meeting Minutes

7:12

Call to Order: Chair

Jan – Call the meeting to order.

May I have a motion to approve today's agenda?

Christina motions to approves agenda.

Kristen seconds the motion.

Can I have a motion to approve February minutes?

Sierra approves February minutes.

Cassie seconds the motion.

7:13

Information Item: Superintendent Advisory Council Update (Sierra Gritz)

Three main topics were discussed at the Superintendent Advisory Council.

1. Cell phone usage-prepare K-8 will be absolutely no cell phone usage, and this is most likely going to be a state mandate.
2. School/County special needs enhancements.
3. Tension between board and parents about signing in as a visitor versus a volunteer. There may be some changes in the future.

7:14

Discussion Item: Update for Parent/Teacher SGC Elections

No updates as of now. Christina has placed her name in the election again. As of a week ago, we did not have any parents apply. I will reach out to Katie Kinsey for the most updated numbers.

7:16

Action Item: Annual Budget Approval

I went to budget last Monday. In elementary school, there is very little wiggle room with principal budget and what the principal can decide with the money. For example, as an elementary school, we are given our allotments by the district about how many teachers we will get for next year.

2025-2026 teacher allotments:

K – 4 teachers

1st – 4 teachers

2nd – 5 teachers

3rd – 5 teachers

4th – 5 teachers

5th – 4 teachers

This year, we did purchase one full-time paraprofessional. In order to purchase a full time 35,234 and benefits are 26,864 total costs for a full-time para is 63,197.

We do not have money in the budget to buy the paraprofessional back for the next school year. It is very important for teacher retention to have 5 days of specials and students to have different opportunities outside of the classroom.

I propose to purchase a part-time paraprofessional to help with specials. This position would help with the media center and support small group instruction.

We wanted to ensure we have 5 days of specials like we do this year and support any of our at-risk students that cannot be supported by our part-time EIP teacher.

The other position we get flex money. We have Ms. McKown as our K-2 Curriculum Support Teacher and Mrs. O'Connor as our 3-5 CST. We are getting a new position in our school next year that we cannot hire for until after surplus as a MTSS/504. If we can choose our MTSS/504 Chair, then we can hire for a different flex position such as an AA or instructional coach.

Custodial Allotment – we are allotted 4 custodians. We have 2 custodians and then we purchase contract cleaning. We have received higher scores on our environmental with contract cleaning.

Does the tightness of the budget affect teachers' beginning of the year supply orders?

Yes, in the past two years there was more money than ever. Teachers will still get some money to start the school year, but it won't be as much money as in the past.

I remember that in the last cross council they were not fond of having SGC use funds to buy personal. Yes, that was the case, but with the budget restrictions, they've been pulling away from that view.

7:35

Action Item: Vote

May I please have a motion to approve the SY 26 Annual Budget?

McNeely motions for the vote.

Kimani seconds the motion.

All in favor – unanimous

7:36

Discussion Item: Draft Next Meeting's Agenda

Results of the election and the strategic planning retreat.

7:39

Action Item: Meeting Adjournment

May I have a motion to adjourn the meeting?

Nickel motions.

O'Connor seconds.

Next Meeting:

April 25, 2025