



MINUTES

Shakerag Elementary School Governance Council

Date / time 08/13/2025 | 8:00 am | **Location** PLC Conference Room

SGC Website: <https://www.fultonschools.org/domain/7891>

SGC Members

Megan Ames, Community Member (approved)	Brittany Burnett, Staff (appointed)	Craig Cunningham, Community Member (approved)
Keith Kreutzer, Parent (elected)	Christine Lemerond, Principal	Mia Mandel, Staff (appointed)
Natasha Pennywell, Teacher (elected)	Kathy Preuss, Parent (elected)	Megha Solanki, Parent (elected)
Debbie Wise, Staff (elected)		

FY25 Norms: Be focused on the whole child. ~ Be the voice of all stakeholders. ~ Be present, timely, and focused. ~ Be goal oriented.

We will now begin our August 13, 2025, meeting of the School Governance Council of Shakerag Elementary School. The Council welcomes and encourages citizens to attend its meetings to become better acquainted with the school programs and the role of the School Governance Council. This meeting is open to the public but is not a public meeting. Citizens are welcome to attend the meeting but must refrain from interruption or distracting the council proceedings. If there are any questions or information that you have for the council, you may contact one of the council members after this meeting or plan to speak at one of the meetings that reserves time for public comment. You can find the council member contact information, meeting dates, and agenda on the School Governance page of the Shakerag Elementary School website.

Time	Item	Owner
8:05am	Action Item: Call to Order at 8:05 a.m.	Mrs. Lemerond
8:05am	Action Item: Approve Agenda <ul style="list-style-type: none"> • First motion to approve: Debbie Wise • Second motion: Megan Ames 	Mrs. Lemerond
8:06am	Action Item: Approve May Meeting Minutes <ul style="list-style-type: none"> • First motion to approve: Craig Cunningham • Second motion: Keith Kreutzer Assign someone to take minutes – Mia Mandel	Mrs. Lemerond
8:08am	Action Item: Approve Vacant/Appointed Positions <ul style="list-style-type: none"> • Craig Cunningham – Community Member, Appointed <ul style="list-style-type: none"> ○ First motion to approve: Megan Ames ○ Second motion: Debbie Wise • Brittany Burnett – Staff, Appointed <ul style="list-style-type: none"> ○ First motion to approve: Keith Kreutzer ○ Second motion: NaTasha Pennywell 	Mrs. Lemerond
8:10am	Discussion Item: Welcome Back <ul style="list-style-type: none"> • Mrs. Lemerond welcomed everyone back and introduced new members. Everyone shared their name and one fun fact about themselves. 	Mrs. Lemerond
8:17am	Parent joined meeting to observe.: Welcome Mrs. Qing Lin	
8:19am	Action Item: Election of new officers <ul style="list-style-type: none"> • Chair, Vice Chair, Parliamentarian Christine introduced officer positions. Chair: Debbie Wise 	Mrs. Lemerond

Vice: Brittany Burnett

Parliamentarian: Mia Mandel

First motion to approve: Keith Kreutzer

Second motion: Megan Ames

- 8:20am Action Item: Staff Committees (Budget and Finance, Outreach and Communication, Principal Selection (chair + 3 members) Mrs. Lemerond
- Mrs. Lemerond explained what the three committees are
- 8:24am Action Item: Identify Chairs for Committees Mrs. Lemerond
- Budget and finance: Debbie wise (chair), Keith Kreutzer, Mia Mandel, Megan Ames, Megha Solanki, Kathy Preuss
 - Outreach and communications: Brittany Burnett (chair), Natasha Pennywell, Craig Cunningham
- Principle Selection Committee: Debbie Wise (chair), Natasha Pennywel, Craig Cunningham, Kathy Preuss
- First motion to approve: Megan Ames
- Second motion: Kathy Preuss
- 8:28am Discussion Item: Superintendent’s Advisory Council Mrs. Lemerond
- Craig Cunningham described role of Superintendent’s Advisory Council
 - Kathy Preuss volunteered- all parent/community members offered to be available as a back-up if needed
- 8:37am Discussion Item: Establish Norms Mrs. Lemerond
- Keith Kreutzer asked if Norm 1 and Norm 4 conflict
 - Be focused and the voice of all stakeholders (combining one and two), be present, timely and goal-oriented (after discussion)
- 8:43am Information Item: Principal’s Update Mrs. Lemerond
- Enrollment – Down across the district
 - 585 students - down in elementary school
 - Our enrollment is 574 – close to our projections
 - Biggest impacts for Shakerag:
 - over allocations in 1st by 5 students
 - under allocations in 5th by 6 students
 - Anticipating a loss in 5th and a gain in 1st, an open position in 2nd with a long-term sub
 - Entire district on hiring freeze
 - SGC Training Requirements- Mrs. Lemerond reminded members to complete training
- Upcoming Events at Shakerag
- Curriculum night next week- one night format
 - Newcomers’ coffee
 - Community night August 27th, 2025
 - No school on September 1st, 2025

Safety Plan

- One of our things that we must do every year is part of the Ready Georgia Seal of Preparedness
- We share safety plans with SGC's
- Shakerag has completed all drills
- Evacuation and fire drill, hard and soft lockdown, shelter in place, medical drill
- Centegix, Crisis go (mass communication)
- Add ClassWise, LineWise on next agenda (every key stroke is monitored)

9:00am	Discussion Item: Strategic Plan	Mrs. Lemerond
	<ul style="list-style-type: none">• The district will have district wide goals so some of our goals will be changing to align with these goals. At our next meeting we will approve strategic plan.	
9:02am	Action Item: Set Meeting dates for 2025-2026	Mrs. Lemerond
	<ul style="list-style-type: none">• Keep 2nd Wednesday of every month at 8:00 a.m. 8/13, 9/10, 10/8, 11/4 (cluster meeting at Findley) (remote day/ election day) at 8:00, 12/10, 1/14, 2/25 (Budget), 3/11, 4/16 (State of the School Address at 8:30 am.) (a Thursday), 5/13	
9:05am	Discussion Item: Set Next Meeting Agenda	Mrs. Lemerond
	<ul style="list-style-type: none">• Mrs. Lemerond asked if anyone had any questions.• There were no questions	
9:10am	Action Item: Meeting Adjournment First motion to adjourn: Kathy Preuss Second motion: Keith Kreutzer	Mrs. Lemerond

Notes from the Governance and Flexibility Team

Below are some tips and additional details for a successful school year:

* **Setting the date, time, and location of your meeting:** It is a great idea to set your meeting schedule for the entire fall semester (if not the entire year) at your first meeting. Get this information posted at your school and on your SGC website and you will have already covered many requirements of the Open Records and Meetings Laws. It is important that SGC meetings are scheduled outside of school hours so that staff members can attend if they would like to do so. If your meetings will be held virtually, make sure to include a link so that members of the public are able to view the meeting online.

* **Action items:** All action items require a motion, a second and a vote (even seemingly simple things like the agenda and meeting minutes need to be voted on). Remember that principals and student members are not voting members, so even if they are designated as an owner of an action item, the voting members of the council will be responsible for motioning, seconding and voting on the item.

* **Discussion items:** These are agenda items that solicit feedback from council members. They do not require a vote.

* **Informational items:** It is common for councils to receive updates throughout the school year related to the day-to-day management of the school or district happenings. Informational items are usually meant to keep the council up to date on important topics even if they do not fall under the purview of the council. These items do not require a vote.

* **Running the first meeting:** Note that in this agenda the principal runs most of the meeting until the point at which officers are elected and the newly elected chair takes the lead. This is a great practice as there will not technically be a standing chair at the

beginning of the first meeting of the year. (Note: if the previous chair is still sitting on the council, they are welcome to run the beginning of year meeting until a new chair is elected)

* **Staffing your committees:** Remember that all SGC members should be a part of at least one committee. The Budget and Finance Committee and the Communications and Outreach Committee require a Chair (any voting SGC member), the principal, three voting SGC members and can have up to three additional SGC or external members. Also, every school needs a Principal Selection Committee regardless of whether they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.

* **Nominating a representative for the Superintendent's Parent/Community Advisory Council:** All schools are asked to select a representative to serve on the Superintendent's Parent/Community Advisory Council. This group meets monthly with the superintendent to provide feedback and receive updates on important issues affecting FCS schools and local communities. Meeting dates/times/locations will be sent out to representatives prior to the first advisory council meeting. If a representative is unable to attend a meeting, another member of the council can attend in their place.

* **Drafting your next meeting agenda:** It is a best practice to draft an agenda for your next meeting at the end of each meeting to help your council plan its upcoming work. If unforeseen events require a council to modify the agenda, the council can simply edit the agenda and vote to approve the modified agenda at the beginning of the next council meeting.

Strategic Planning (August)

As we embark on a new academic year, we are committed to empowering your council to play a pivotal role in shaping our school's future through strategic planning. To ensure your success, we will provide regular updates, resources, and support.

We understand the importance of initial organizational tasks for your council. However, we recommend you dedicate a portion of your first meeting to initiating discussions about your school's Strategic Action Plan as they will be due for submission on September 30th.

Building upon the groundwork laid by our school leadership, we recommend focusing your August meeting on the following:

- **Clarifying** the principal's vision and goals for the upcoming year.
- **Identifying** key lessons learned from the previous school year.
- **Understanding** the expectations outlined by your school's zone leader.
- **Brainstorming** specific ways your council can contribute to the development and implementation of the Strategic Action Plan.

Your insights and contributions are essential to creating an exceptional learning environment for our students. We look forward to a collaborative and productive year.