Meeting Minutes

Heritage Elementary School Governance Council

August 28, 2025| 3:30-4:26 |*Microsoft Teams*

SGC Members

Attendees: Kendra Glover, School Employee | Lakeya Wheaton, School Employee | Candace Reese, Parent | Adeisha Jenkins, Parent | Koiabrion Gibson, Teacher | Ariel Waller, Community Member

Time	Item	Owner
3:32 pm	Call to Order	K Glover
3:33 pm	Action Item: Approve Agenda • Motion to Approve the agenda with correction to the time outline: Gibson • Second: Waller • Voting: Unanimous	K Glover
3:35 pm	Action Item: Approve May Meeting Minutes May Meeting Minutes were unavailable asked to have them presented at the next meeting. • Motion to Approve: Gibson • Second: Waller • Voting: Unanimous	K Glover
3:36 pm	Discussion Item: Member Introduction & Confirm Council Roster/ Member updated must be submitted to the Governance & Flexibility Team Using the Counsil Info Form New Members were introduced. Three additional members are needed on the council (teacher/community/parent)	All Members
3:40 pm	Action Item: Elect New Officers (Chair, Vice, Parliamentarian) K. Glover- Chair and L Wheaton- Vice Chair No one was interested in the parliamentarian position. It was suggested that we elect a parliamentarian at our Sept meeting or have a call meeting prior to when we have the additional members • Motion to Approve: Gibson • Second: Waller • Voting: Unanimous	L Wheaton
3:45 pm	Action Item: Staff Standing Committees (Budget and Finance, Outreach and Communication, Principal Selection) Budget/Finance: Wheaton, Glover, Jenkins, Gibson	L Wheaton

	Outreach and Communication: Reese, Gibson, Waller Principal Selection: Glover, Wheaton, Jenkins, Gibson	
3:50 pm	Discussion Item: Nominate Representative for Superintendent's Parent/Community Advisory Council No one accepted the nomination to be a representative. It was suggested that we revisit this position as well	K Glover
3:53 pm	Discussion Item: Determine Meeting Schedule for SY25-26 Meeting will be held on the 2nd Thursday of each month at 3:30 pm	All Members
3:59 pm	Informational Item: Principal's Update Ms. Parker was unavailable. She was attending a district principal's meeting. We move on to the next item on the agenda. We would return if Ms. Parker joined the meeting. She did not.	C Parker
4:00 pm	Discussion Item: Draft Next Meeting Agenda/Goals of SCG/ Budget/Committee Funds Meeting Norms: Active engagement, Begin and end on time, respectful of other opinions, honor diversity in thought, work for good of all students We discussed the cost for buses per field trip, the cost handed down to the school for device damages for the 24-25 yr, the cost of the name placed on the school, that was voted on last school year, will have to come out of the current SGC funds. 30,000 SGC Funds $10,000: Materials/Supplies $8,000: School Beautification $10,000: Students/Staff $2,000: Parent Engagement • Motion to Approve: Wheaton • Second: Waller • Voting: Unanimous	All Members
4:26 pm	Action Item: Meeting Adjournment • Motion to Approve: Gibson • Second: Waller • Voting: Unanimous	K Glover

Meeting Norms

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

***** All councils are required to have a Principal Selection Committee. The committee should be comprised by the SGC Chair and three additional council members voting. While the committee will not convene independently, members of the committee will participate in the principal selection process lead by the Zone Superintendent in the case of a principal vacancy.