MEETING MINUTES

Lake Windward Governance Council

Date | *time* 2/18/2026 | 7:10am | *Location* Teams

SGC Member Attendance

Lauren Busing, Principal	**ü**	Kelly O'Connor, Appointed Staff	**ü**
Cassie Arnold, Parent	**ü**	Melissa Odell, Parent	**ü**
Tarran Craver, Community Member	**ü**	Jan Palermo, Appointed Staff	**ü**
Kristen McNeely, Teacher		Catherine Stubbs, Parent	**ü**
Christina Nickel, Teacher	**ü**	Kendall Tatum, Community Member	**ü**

Guest Attendance: Katie Lawson

7:15am	Call to Order	Melissa Odell
7:15am	Action Item: Approve Agenda	Melissa Odell
7:15am	Action Item: Approve January Meeting Minutes	Melissa Odell
7:16am	Information Item: Presentation of Annual Budget	Lauren Busing
7:18am	Action Item: Annual Budget Approval	Melissa Odell
7:27am	Discussion Item: Spring Cross Council Meeting Volunteers	Lauren Busing
7:30am	Discussion Item: Strategic Monitoring Update	Lauren Busing
7:46am	Discussion Item: Midyear Data Dig	Lauren Busing
7:50am	Discussion Item: Principal's Update	All Members
7:52am	Discussion Item: Draft Next Meeting's Agenda	All Members
7:56am	Action Item: Meeting Adjournment	Jan Palermo

Meeting Minutes

7:12
Call to Order
Mellissa Odell called the meeting to order.

7:12
Action Item: Approve Agenda
- **Motion to approve the agenda:** Cassie Arnold
- **Seconded by:** Tarran Craver
- **Vote:** All in favor

7:12
Action Item: Approve January Meeting Minutes
- **Motion to approve January minutes:** Katie Stubbs
- **Seconded by:** Christina Nickel
- **Vote:** All in favor

7:13

Information Item: Presentation of Annual Budget

I want to give you an overview of our budget. There have been a few changes to the budget this year. Elementary schools do not have many opportunities for choice, but I will discuss the choices we do have.

The total budget for LWE is $9,190,834.

96% of the budget is personnel costs.

Personnel costs total $6,532,148.

Our projected enrollment is 680 students. This time last year, we were projected at 650 students, so we have increased, which is great for our school. I am working closely with our self-contained department to make sure our numbers are accurately represented, as these numbers affect staffing.

For general education, homeroom projections total 29 classes. We are projected to have 5 classes at every grade level, except 4th grade, which will have 4 classes.

The average cost of a teacher salary plus benefits has increased, and the cost of employee benefits has gone up 100% in the last two years.

Special Areas Teachers:

- Music and Art: 1.2
- Health/PE: 1.4
- ESOL: 2.0
- EIP: 0.5
- Adaptive Art, PE, and Music Therapy: 1.65
- TAG: 2.6
- SEC: 10 teachers (3 AU, 2 MOID, and 5 IRR)

A 0.2 teacher would be an itinerant teacher one day per week.

Paraprofessionals:

- Kindergarten: 5 paras
- PE: 1.4 paras
- ESOL: 1 para
- Special Education: 8 paras
- Tutoring Para (purchased): 0.5
    - We have purchased this part-time para to support our students and pull small groups.
    - We have purchased this position in the past and would love for SGC to purchase it again.

Admin and Leadership Positions:

This year, we added a new MTSS position budgeted by the county.

We also have a flex position for our instructional math coach. This past year, the position was on the Teacher Support Scale, but going into next year, the county is reducing flex position salaries to the teacher salary scale. To support this position, I will make up the difference—about $12,000—from our budget.

Front Office/Support Staff and Custodial:

We are allotted three Custodian I positions but currently have one. The remaining funds from the two unfilled positions shift to our budget to pay for contract cleaning. We use contract cleaning because it is difficult to find reliable custodians, and it also ensures consistent coverage when a custodian is absent.

Non-Personnel:

We receive $120 per pupil, totaling $81,600.

This number has decreased over the past two years—it was $150 two years ago and $132 this past year. I am not worried about being able to afford the materials we need for the school year, but we will need to be more strategic.

7:31
Action Item: Annual Budget Approval
Motion to approve SY26-27 annual budget: Jan Palermo
Seconded by: Tarran Craver
Vote: All in Favor
Opposed: None
Budget is approved for SY26-27

7:32
Discussion Item: Spring Cross Council Meeting Volunteers
Spring Cross Council on March 29th at the North Learning Center. Kendall Tatum will be attending.

7:33
Discussion Item: Next Meetings Dates

- **New meeting date:** April 17, 2026 at 7:10
  May 14, 2026 at 7:10

7:38
Action Item: Meeting Adjournment

- **Motion to adjourn:** Christina Nickel
- **Seconded by:** Tarran Craver
- **Vote:** All in favor
- **Meeting adjourned at:** 7:38AM