



Marietta Center for Advanced Academics

SCHOOL GOVERNANCE TEAM

ORGANIZATIONAL MEETING

August Minutes

DATE August 20, 2026	TIME 8:00 a.m.
LOCATION Marietta Center for Advanced Academics	VIRTUAL LINK (IF APPLICABLE)
MEMBERS PRESENT Heather Woods (Principal), Stella Kilpatrick (Teacher), Cassie Furlow (Teacher), Sheela Belagaje (Parent), Natalie Foster (Parent), Ben Smallwood (Community Member), Lindsay Elkins (Appointed Admin)	

TIME	AGENDA ITEM	LEAD
2 min	Call To Order	<i>Principal</i>
	<i>The meeting was called to order at 8:05 by Heather Woods.</i>	
3 min	Action Item: Approve The Agenda	<i>Principal</i>
	<i>The agenda for the meeting was reviewed by members.</i>	
3 min	Action Item: Approve Minutes From The June Meeting	<i>Principal</i>
	<i>No action taken.</i>	
10 min	Discussion Item: Welcome And Member Introductions	<i>All Members</i>
	<i>All members present introduced themselves by name, position, and relation to the school's community.</i>	
5 min	Action Item: Approve The Principal's Appointed Community Member	<i>Principal</i>
	<i>Motion: Appoint Benjamin Smallwood to SGT as a Community Representative. Moved by: Lindsey Elkins; Second by: Sheela Belagaje Vote: Passed unanimously (7-0). Benjamin Smallwood was officially welcomed to MCAA SGT.</i>	
5 min	Action Item: Approve The Principal's Appointed Certified Staff Member	<i>Principal</i>
	<i>No action taken.</i>	
10 min	Action Item: Elect The Co-Chair And The Secretary	<i>Principal</i>
	<i>No action taken to elect the co-chair.</i>	
	<i>Motion: Appoint Cassie Furlow as SGT Secretary for the 2026 – 2027 school year. Moved by: Heather Woods; Second by: Stella Kilpatrick Vote: Passed unanimously (8-0). Cassie Furlow accepted the position.</i>	
5 min	Action Item: Sign The Conflict Of Interest Statement And Code Of Ethics	<i>Secretary</i>
	<i>All members present received, reviewed, signed, and submitted the Conflict Of Interest Statement And Code Of Ethics on August 20, 2026.</i>	
10 min	Action Item: Adopt The Meeting Calendar Through August 14	<i>Co-Chair</i>

TIME	AGENDA ITEM	LEAD
<i>Motion: Approve the schedule of meeting dates as one Thursday per month at 8:00 a.m.</i> <i>Moved by: Sheela Belagaje;</i> <i>Second by: Cassie Furlow</i> <i>Vote: Passed unanimously (8-0).</i> <i>Motion: Change the February 2027 meeting date from February 18 to February 25.</i> <i>Moved by: Lindsey Elkins;</i> <i>Second by: Heather Woods</i> <i>Vote: Passed unanimously (8-0).</i>		
12 min	Discussion Item: Review Bylaws And Member Roles	Co-Chair
<i>All members present received a printed copy of the bylaws and member roles to review.</i>		
10 min	Action Item: Establish The Team's Group Norms	Co-Chair
<i>No action taken.</i>		
15 min	Discussion Item: Set The Team's Advisory Priorities For The Year	All Members
<i>No action taken.</i>		
10 min	Informational Item: Principal's Update	Principal
<i>Event Calendar: Heather Woods reviewed the school event calendar and highlighted the upcoming annual FALL school fundraiser.</i> <i>Allocation of Funds: Examples were shared regarding how fundraising dollars are strategically utilized to support science and STEM programs, classroom needs, campus beautification projects, and the sustainability of a positive school culture.</i> <i>Incentive Suggestions: The team discussed potential fundraising prizes and rewards, including a whole-school "Principal Campout on the Roof," classroom "Principal Kiss a Pug" event, and student "Principal for a Day" rewards.</i> <i>Old Business Update: Heather Woods provided a progress update on an ongoing action item from the 2025–2026 school year regarding the installation of built-in shelving displays.</i>		
5 min	Discussion Item: Draft The September Agenda	All Members
<i>No action taken.</i>		
2 min	Action Item: Adjourn	Co-Chair
<i>The meeting adjourned at 8:40 a.m.</i>		