



AGENDA

Shakerag Elementary School Governance Council

Date | time 08/13/2019 | 7:15am | *Location* Shakerag Elementary School
 SGC Website: <http://shakeragschoolgouncil.weebly.com/>

SGC Members

Renee Bartley, Community	Julie Duhe, Teacher	Justin Elanjian, Parent	Rajeev Gupta, Parent
Christine Lemerond, Principal	Robert Luskin, Parent	Jean Romfo, Appointed Staff	
Courtney Lesman, Teacher (Pending)	Margaret Mathas, Appointed Staff (Pending)		Joy Albano (Approved SGC Pending)

Time	Item	Owner
7:15am	Call to Order	Mr. Luskin
7:16am	Action Item: Approve Agenda	Mr. Luskin
7:17am	Action Item: Approve May14 Meeting Minutes	Mr. Luskin
7:18am	Public Comment (If any)	Mr. Luskin
7:20am	Action Item: Appointment of New Members/Vacancies <ul style="list-style-type: none"> • Courtney Lesman for Jennifer Erikson • Margaret Mathas for Staff Appointed • Joy Albano for Community Approved by SGC 	Mrs. Lemerond & Mr. Luskin
7:25am	Action Item: Election of New Officers and Committee Chairs Chair, Vice Chair, Finance Chair, Outreach and Communications Chair	Mrs. Lemerond
7:30am	Action Item: Staff Committees (Budget and Finance, Outreach and Communication, Principal Selection)	Mrs. Lemerond
7:35am	Principal's Update <ul style="list-style-type: none"> • First Day of School • Class Numbers • Infinite Campus Update/Communications 	Mrs. Lemerond
7:40am	Establish Norms	Mrs. Duhe & Mrs. Romfo
7:48am	Discussion Item: Select 3 Members to attend the School Governance Conference Join the Journey (Saturday, September 21)	All Members
7:52am	Discussion Item: Set Next Meeting Agenda/Meeting dates for 2019-2020 Proposed: 2 nd Tuesday of each month - 7:15 a.m. 8/13, 9/10, 10/8, 11/12, 12/10, 1/14, 2/25(budget), 3/10, 4/14, 5/12 Cross Collaboration Meetings – 9/24 7:30am and 3/24 7:30am Feeder Pattern Meetings – 9/10 and 4/14 – 5:00pm at Northview (Determine Meeting times on these days)	All Members
8:00am	Discussion Item: Review Council Score Card Results (Time permitting) Discussion Item: Review Council Self-Assessment (Time permitting) Public Engagement Opportunities (Time permitting)	Mrs. Lemerond Mrs. Lemerond Mrs. Lemerond
8:10am	Discussion Item: Set Next Meeting Agenda	New Chair
8:15am	Action Item: Meeting Adjournment	New Chair

Notes and Reminders

- * **Setting the date, time and location of your meetings:** Get this information posted at your school and on your SGC website at least 7 days prior to your meeting and you will have covered many requirements of the Open Records and Meetings Laws.
- * **Action Items:** Don't forget that 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).
- * **Establishing/Reviewing meeting norms:** It's a great idea to discuss and create norms that your SGC feels will work well for them. Include these at the beginning or end of your agenda and take the time to review them throughout the year to ensure that your meetings run smoothly and productively.
- * **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 or not they believe that their principal position might become vacant. This committee is comprised of the SGC Chair and three additional voting SGC members.
- * **Reviewing your Council Self-Assessment:** The first meeting of the new school year is a great time to discuss the results of your Council Self-Assessment and make any changes or flush-out any concerns that the team might have before diving into the upcoming year's work.
- * **Reviewing the Exceptional Council Score Card:** Council Score Cards will be available to SGC members in mid-July. This is the first year that councils have received efficacy scores so take a few minutes at your first meeting to celebrate any successes and address areas of growth for the coming year of governance.
- * **Registering for the 2nd Annual SGC Conference:** The Governance & Flexibility Team will be hosting its second district-wide school governance conference "Join the Journey" on Saturday, September 21st from 8:00am until 12:30pm at Riverwood High School. To register click [here](#) or visit <https://tinyurl.com/SGC2019Conference>.