



**Ellijay Elementary School
School Governance Team Meeting
Tuesday, September 26, 2023
4:00 pm
EES Media Center**



Call to Order and Welcome
Pledge of Allegiance
Approval of Agenda
Members Present:

Cody Bearden, Community Representative	<i>Cody Bearden</i>
Melinda Fonteboa, Principal & SGT Co-Chair	<i>Melinda B. Fonteboa</i>
Staci McClure, Faculty Representative	<i>Staci McClure</i>
Beth Mooney, Faculty Representative	<i>Beth Mooney</i>
Amanda Woods, Parent Representative	<i>Amanda Woods</i>
	<i>Ashley Stover (Present for a portion)</i>

*Conflict of Interest Clause included at the bottom of this agenda.

- I. Academic Achievement
 - A. [School Improvement Plan](#)
 - B. GMAS 2023 District Data Comparison
 - C. MAP Fall 2023 School Data Comparison
- II. Parent and Community Engagement
 - A. Nominations and Approval of SGT Co-Chair
 - B. Nominations and Approval of SGT Secretary
 - C. EES Book Fair ~ October 23-27, 2023
 - D. EES Family Night Events 23-24
- III. High Performing Culture and Workforce
 - A. [Bylaws](#) and Conflict of Interest
 - B. Charter System Foundation Training
- IV. Operational Effectiveness
 - A. Safety
 - B. Personnel Updates
- V. Fiscal Accountability
 - A. Principal's Budget
 - B. School Activity Account
 1. Krispy Kreme Doughnut Fundraiser ~ November 6-10, 2023
- VI. Questions/Concerns

Conflict of Interest

A conflict of interest exists when there is a conflict between the private interests and the official responsibilities of a person in a position of trust. A clash between professional obligations and personal interests arises if the individual tries to perform a professional obligation while at the same time trying to achieve personal gain.

1. Announce potential conflicts of interest before SGT action is taken.
2. Comply with the conflicts of interest policy of the board, all applicable laws.

“I acknowledge that I have carefully read and considered this document.”

SGT Member Printed Name

SGT Member Signature

Date

*By signing in to today's meeting I am also recognizing and committing to the conflict of interest clause in the by laws

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- Melinda Fonteboa called the meeting to order and welcomed us all.
- All members participated in the Pledge of Allegiance
- Approval of Agenda- Cody Bearden motioned to approve and Beth Mooney seconded. All members voted in favor.
- One of our parent members resigned from the SGT. At the recommendation of the team, we will make another google form request and send out to families to nominate a parent to fill our vacant position.
- All members signed the conflict of interest document required to be a member of SGT.
- Dates for SGT were proposed. Amanda Woods motioned to approve, and Cody Bearden seconded it. All members voted in favor.
 - September 26, 2023
 - October 24, 2023
 - November 28, 2023
 - January 23, 2024
 - February 27, 2024
 - March 26, 2024
 - April 23, 2024

I. Academic Achievement

- A. [School Improvement Plan](#) - Dr. Fonteboa explained the document and asked us all to review the document. At the next meeting we will vote to approve this document. The actual plan begins at page 41. The premise of the plan is to increase student proficiency on state and local assessments and to increase staff capacity. If we have any questions, bring those to the next meeting.
- B. GMAS 2023 District Data Comparison - Dr. Fonteboa explained how our data comes to us and how we compare across several areas (our county, district, state). She also explained how scores work- it is not a pass/fail test. It is a test of proficiency. Dr. Fonteboa shared our scores and we discussed as a team.

- C. MAP Fall 2023 School Data Comparison- Dr. Fonteboa shared our MAP data. We will discuss this more throughout the year.

II. Parent and Community Engagement

- A. Nominations and Approval of SGT Co-Chair- Amanda Woods self nominated and Staci McClure seconded. All members voted in favor.
- B. Nominations and Approval of SGT Secretary- Beth Mooney self nominated and Cody Bearden seconded the motion. All members voted in favor.
- C. EES Book Fair ~ October 23-27, 2023- This year we are using Literati for the book fair. This book fair seems to be more book themed, than the pencil, erasers, and posters. This company supplies us with more promotional materials. Each class will come once to the book fair. This company has gift cards instead of ewallet.
- D. EES Family Night Events 23-24-
- October 26, 2023-Fall fitness family night and book fair will be opened.
 - February 13, 2024- We love fine arts night.
 - April ??- Math and STEM night- date to be determined
 - April ??- District Literacy Night- date to be determined

III. High Performing Culture and Workforce

- A. [Bylaws](#) and Conflict of Interest - We can review these bylaws in our own time. We all signed a conflict of interest paper. Staci McClure motioned to approve the bylaws and Cody Bearden seconded. All members voted in favor.
- B. Charter System Foundation Training - Dr. Fonteboa will be doing SGT training on a full day. She will redeliver this in our future meetings.

IV. Operational Effectiveness

- A. Safety- We have conducted two lock down drills and we have completed two evacuation drills. We have a little more freedom to do more lock down drills in place of some evacuation drills. We have an electronic safety card to use that always works well.
- B. Personnel Updates - We have no vacancies.

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V. Fiscal Accountability

- A. Principal's Budget - This is money that is allocated from the state based on FTE. It is this amount for this year - \$53,361.02
 - B. School Activity Account - This account currently has \$41,163.15. This is money we have fundraised for. This account is down a little bit. Inflation has caused this account to go down and our snack store is down. We must buy 'smart snacks,' i.e., healthy snacks.
 - 1. Krispy Kreme Doughnut Fundraiser ~ November 6-10, 2023- this has been so successful in the past.
- Staci made a motion to adjourn the meeting. Amanda Woods seconded the motion. All members voted in favor.