



# Johnston Elementary School Council Minutes



**DATE:** 09-29-2022

**MEETING TIME:** 7:15am – 8:15am

**MEETING LOCATION:** Conference Room

MEETING CALLED BY	Laura Akers, Principal
TYPE OF MEETING	Regularly Scheduled Meeting
PRINCIPAL	Laura Akers
NOTE TAKER	Meredith Peacock
BOARD ATTENDEES	Parents: Ms. Elizabeth Hicks, Ms. Kirsten Glaeser, Ms. Kelly Asay Teachers: Ms. Amanda Hursey, Ms. Meredith Peacock Principal: Ms. Laura Akers Absent: Mr. Oscar Gomez
INVITED GUEST ATTENDEES	None

**Topic:** Introduction

**Time Allotted:** 10 minutes

**Presenter:** Laura Akers

Discussion: Introduction and welcome.		
Conclusions: School Council members introduced themselves		
Action Items: none	Person Responsible: none	Deadline: none

**Topic:** School Council Training

**Time Allotted:** 30 minutes

**Presenter:** Laura Akers

<p>School Council: Organization and Procedures</p> <ul style="list-style-type: none"> <li>- Education Reform Act of 2000 establishing school councils: purpose to bring schools and communities together supporting everyone together, improve communication, involvement</li> <li>- Principal, 2 certified teachers, 4 parents</li> <li>- Responsibilities               <ul style="list-style-type: none"> <li>o Maintain a school-wide perspective</li> <li>o Regular participation in meetings and training programs</li> <li>o Act as a link between school and community</li> <li>o Work to improve student achievement</li> <li>o Provide advice regarding: school board policies, SIP, curriculum, data audits, budgets, school-community communication strategies, extracurricular activities, reports from the principal</li> </ul> </li> <li>- Vacancy procedures</li> <li>- Officers</li> </ul>
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- Chairperson
- Vice-chairperson
- Secretary

The Principal Will:

- Develop SIP (along with ILS and 2 teachers)
- Aid in development of the agenda

The Chairperson Will:

- Develop the agenda for all meetings
- Preside at all meetings
- Perform other duties

The Vice-Chairperson:

- Perform duties in absence of chair

Secretary:

- Take notes

What is a Quorum?

- Majority of members and must be present
- Vote
- 2/3 majority

By-Laws

Meetings:

- At least four meetings per year
- Must be open to the public
- Notified at least 7 days prior
- May be called by the chair or by request of the majority
- Open records and open meeting laws
- Votes are kept for record
- Minutes must be available within 20 days
- Secretary must provide a summary of the meeting, subjects acted on, and members present within 2 business days
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Conclusions:

Action Items:

Person Responsible:

Deadline:

**Topic:** Voted on School Council positions

**Time Allotted:** 5 minutes

**Presenter:** entire council

Role Selection

- Chairperson: Oscar Gomez
- Vice Chairperson: Kirsten Glaeser
- Secretary: Kelly Asay

Conclusions:		
Action Items:	Person Responsible:	Deadline:

**Topic:** Leadership Qualities of a Principal

**Time Allotted:** 15 minutes

**Presenter:** Amanda Hursey

Discussion:		
<b>Leadership Qualities of a Principal</b> <ol style="list-style-type: none"> <li>1. 8 standards <ol style="list-style-type: none"> <li>a. Instructional leadership</li> <li>b. School climate</li> <li>c. Planning and assessment</li> <li>d. Organizational management</li> <li>e. Human resources management</li> <li>f. Teacher/staff evaluation</li> <li>g. Professionalism</li> <li>h. Communication and community relations</li> </ol> </li> </ol>		
Conclusions: All standards and bulleted points under each of the standards were discussed and refined.		
Action Items:	Person Responsible:	Deadline:

**Topic:** School Updates

**Time Allotted:** 5 minutes

**Presenter:** Laura Akers

DISCUSSION: School Updates:		
<ol style="list-style-type: none"> <li>1. Jaguar Jog – excitement about the fundraising possibilities!</li> <li>2. New roof</li> <li>3. Fence around the back field update -</li> </ol>		
Conclusions: New roof timeline is about 4 months		
Action Items: none	Person Responsible:	Deadline:

<b>ADJOURNMENT CALLED BY</b>	Laura Akers
<b>TIME</b>	8:20am
<b>NEXT MEETING DATE:</b>	Thursday, November 17, 2022, at 7:15 a.m.