



Where the future is present.

[Name of School]
School Governance Council
Minutes

Call to Order: A council meeting of [school name] was held in [place, city, state] on [date], 200. The meeting convened at [what time?]

Members of the council in attendance were [names].
Members not in attendance were [names].

Approval of Minutes: Minutes of the [write the date of last meeting] were approved as printed and distributed to the members of the council.

Chair or Principal Reports:

Committee Reports:

Announcements:

Adjournment: The meeting was adjourned at [write time}. The next council meeting is [write date and time].

Council Secretary

Parent Co-Chair

Every Child Thrives. Every School is High Performing. No Exceptions.