



# MODEL MINUTES FOR SCHOOL COUNCIL MEETING

## MINUTES OF THE Garrison Mill Elementary (School Name) SCHOOL COUNCIL MEETING

9/16/19

(Date of Meeting)

The Garrison Mill Elementary School Council met in regular session on Monday, September 16, 2019  
(School Name) (Day) (Date)  
at 1:00 p.m.. The meeting was held at Garrison Mill Elementary.  
(Time) (Location)

School Council Members present:

Kyle Giesler	Rebecca O'Donnell	Ashley Gnefkow
Janie Hutcherson	Jacqueline Waldrop	Miriam Jones
Donna Schmitter		

School Council Members absent:

n/a

7 members were present, representing a quorum.  
(Number)

### 1. Call to Order

Chairperson Kyle Giesler called the meeting to order at 1:05 p.m..  
(Name) (Time)

### 2. Pledge of Allegiance

Kyle Giesler led the pledge of allegiance to the United States flag.  
(Name)

### 3. Approval of Agenda

Chairperson Kyle Giesler distributed the agenda posted pursuant to the Open Meetings Act. Moved, seconded, and carried that the school council approve the agenda as presented.

MOTION: Rebecca O'Donnell; SECOND: Ashley Gnefkow  
(Name) (Name)

VOTE: (7) YES; (0) NO

### 4. Approval of Minutes

Chairperson Kyle Giesler distributed the minutes of the 3/11/19 meeting of the school council.



Topic: Election of Officers

MOTION: Donna Schmitter; SECOND: Ashley Gnefkow  
(Name) (Name)

VOTE: (7) YES; (0) NO

Rebecca O'Donnell	Chair
Miriam Jones	Vice-Chair
Jacqueline Waldrop	Secretary

8. New Business:

Topic: none

MOTION: \_\_\_\_\_; SECOND: \_\_\_\_\_  
(Name) (Name)

VOTE: (\_\_\_\_) YES; (\_\_\_\_) NO

9. Adjournment

With no further business to come before the school council, the meeting was adjourned at 2:08 p.m..  
(Time)

MOTION: Jacqueline Waldrop; SECOND: Miriam Jones  
(Name) (Name)

VOTE: (7) YES; (0) NO

The next meeting of the Garrison Mill Elementary School Council will be held on  
(School Name)

Monday, 11/11/19 at 1:00 p.m. at Garrison Mill Elementary.  
(Date) (Time) (Location)