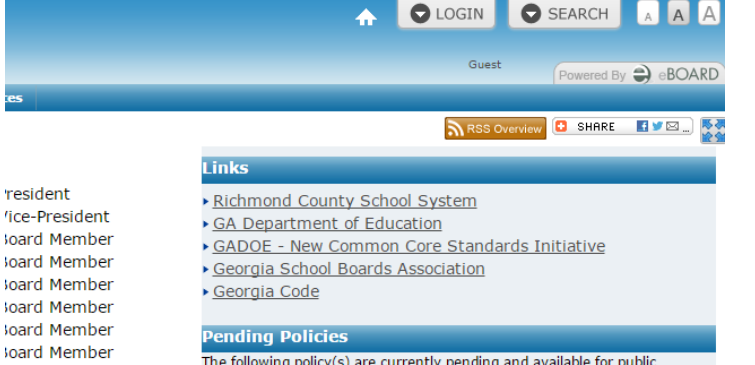
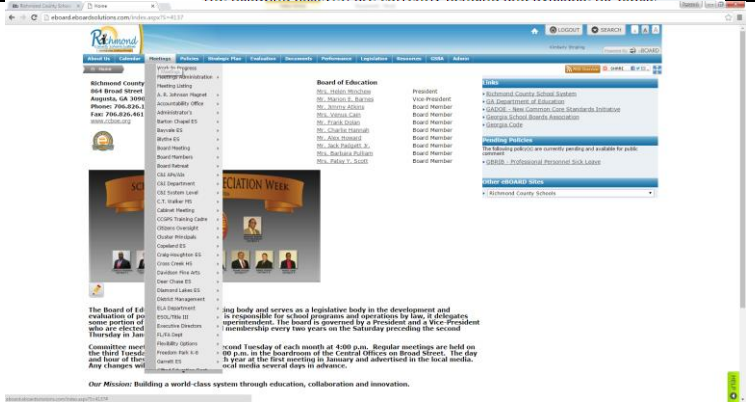
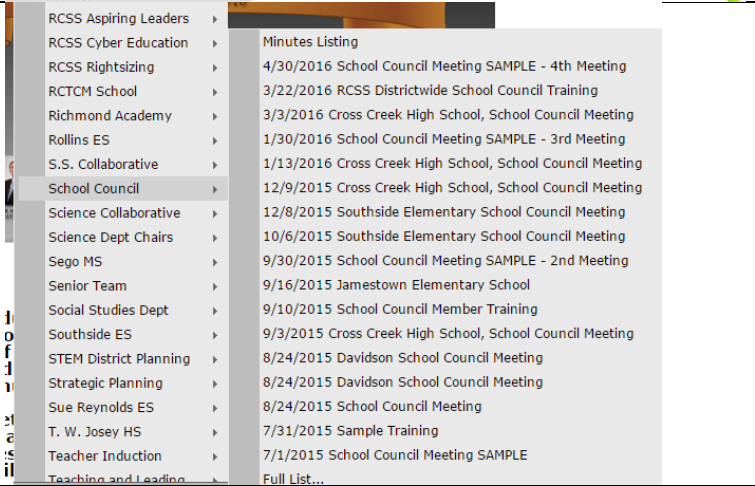
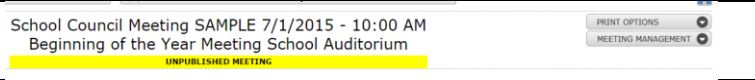
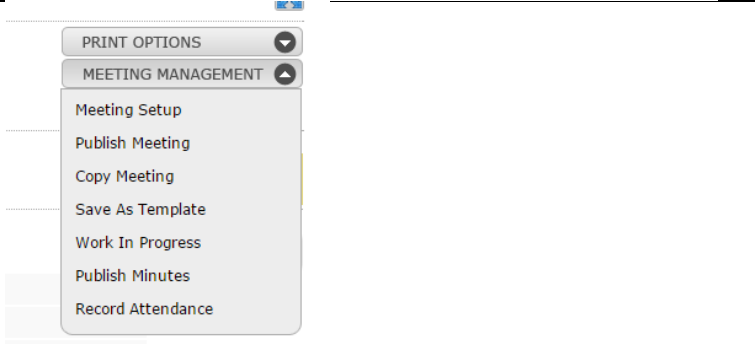
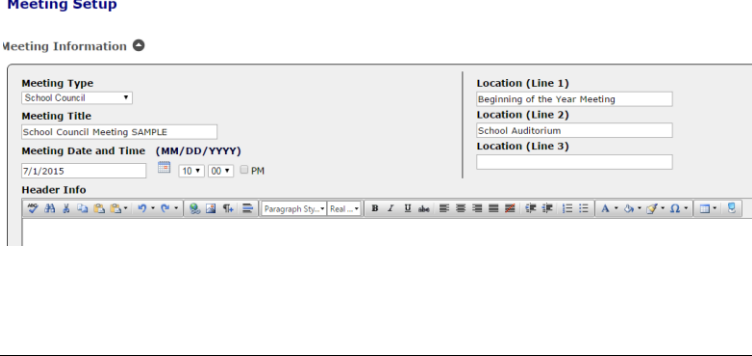
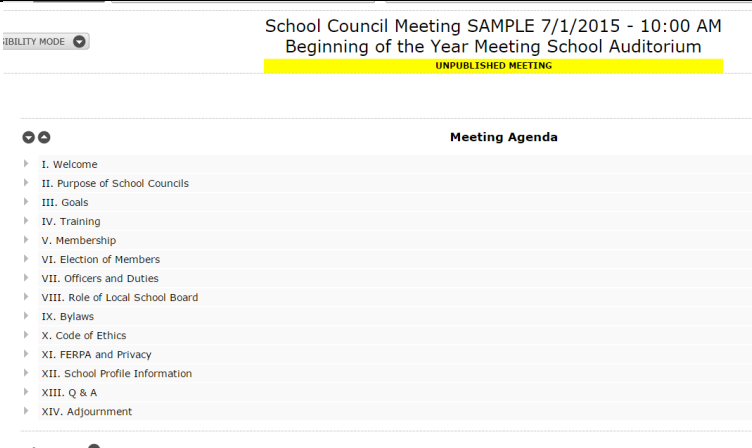

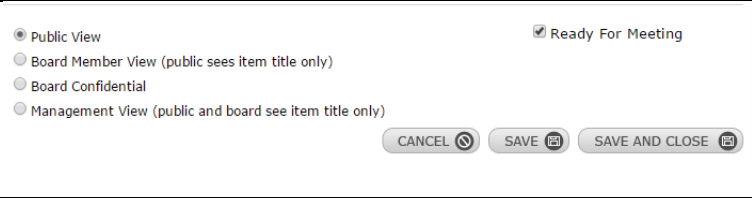



Adding or Editing a School Council Meeting in eBoard

<p>Log into eBoard –  <a href="http://eboard.eboardsolutions.com/index.aspx?S=4137">http://eboard.eboardsolutions.com/index.aspx?S=4137</a></p>	
<p>Click on Meetings and scroll down the list to find School Council</p>	
<p>There are four SAMPLE school council agendas in the list. Select the one most appropriate for your needs.</p>	
<p>Click on Meeting Management in the upper right hand corner.</p>	
<p>Select Copy Meeting from the list.</p>	

## Adding or Editing a School Council Meeting in eBoard

<p>It will take almost a minute to copy the meeting. Then, fill out the meeting information. Leave the Meeting Type as School Council. Change the title to reflect the name of your school. Change the meeting date and time. Change the location information. Add any information that you wish into the header and then click on Save and Close.</p>	
<p>As you click on each line item of the agenda, a group of tools will appear. Select the Trash Can if you need to delete a line item. Click on the pencil to edit the line item.</p>	
<p>Select the Trash Can if you need to delete a line item. Click on the pencil to edit the line item.</p>	
<p>Make sure that you check the Ready for Meeting Box before you Save and Close.</p>	
<p>If you have any questions, you can contact Candy Beggs in the Accountability Office.</p>	 <p><b>Candy Beggs</b>          Accountability Technology Specialist          Phone: 706.826.1000          Email: <a href="mailto:beggsca@boe.richmond.k12.ga.us">beggsca@boe.richmond.k12.ga.us</a></p>

**Richmond County Schools****School Council Meeting SAMPLE****7/1/2015 10:00:00 AM**Beginning of the Year Meeting  
School Auditorium**Printed : 3/24/2016 4:09 PM EST**

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**I. Welcome****II. Purpose of School Councils**

School Councils help to improve communication and participation of parents and the community in the management and operation of local schools.

**III. Goals****IV. Training****V. Membership****VI. Election of Members****VII. Officers and Duties****VIII. Role of Local School Board****IX. Bylaws****X. Code of Ethics****XI. FERPA Sherpa and Privacy****XII. School Profile Information**[School Profile Template](#)[School Profile Form](#)**XIII. Q & A****XIV. Adjournment**

**Richmond County Schools**

**School Council Meeting SAMPLE - 2nd Meeting**

**9/30/2015 10:00:00 AM**

2nd Meeting Sample Agenda  
School Auditorium

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**Printed : 3/24/2016 4:09 PM EST**

**I. Welcome**

**II. Call to Order**

**III. Attendance**

**IV. Approval of Minutes**

**V. Committee Reports**

- i. Operational Effectiveness
- ii. High Performing Culture and Workforce
- iii. Communications
- iv. Community Engagement
- v. High Student Achievement

**VI. Principal's Remarks**

**VII. Set Next Meeting Date**

**VIII. Announcements**

**IX. Adjournment**

**Richmond County Schools**

**School Council Meeting SAMPLE - 3rd Meeting**

**Printed : 3/24/2016 4:07 PM EST**

**1/30/2016 10:00:00 AM**  
3rd Meeting Sample Agenda  
School Auditorium

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**I. Welcome**

**II. Call to Order**

**III. Attendance**

**IV. Approval of Minutes**

**V. Committee Reports**

- i. Operational Effectiveness
- ii. High Performing Culture and Workforce
- iii. Communications
- iv. Community Engagement
- v. High Student Achievement

**VI. Principal's Remarks**

**VII. Set Next Meeting Date**

**VIII. Announcements**

**IX. Adjournment**

**Richmond County Schools**

**4th School Council Meeting SAMPLE**

**4/30/2016 10:00:00 AM**

4th Meeting Sample Agenda

School Auditorium

**Printed : 3/24/2016 4:05 PM EST**

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**I. Welcome**

**II. Call to Order**

**III. Attendance**

**IV. Approval of Minutes**

**V. Committee Reports**

- i. Operational Effectiveness
- ii. High Performing Culture and Workforce
- iii. Communications
- iv. Community Engagement
- v. High Student Achievement

**VI. Principal's Remarks**

**VII. Set Next Meeting Date**

**VIII. Announcements**

**IX. Adjournment**