

Meeting Minutes

Hutchinson Elementary

Date: October 6, 2022

Time: 5:00 P.M.

Location: Zoom Meeting ID: 848 652 6951 Passcode: tigers

I. Call to order: 5:03 PM

II. Roll Call

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Melissa StJoy	Present
Parent/Guardian	Antonio Cousins	Absent
Parent/Guardian	Erica Willis	Absent
Parent/Guardian	Vacant	N/A
Instructional Staff	Bria Lundy	Absent
Instructional Staff	Courteney Manning	Present
Instructional Staff	Akithia Atkinson	Present
Community Member	Brenda Williams	Present
Community Member	Zakiya Lescott	Present
Swing Seat	Vacant	N/A
Student <i>(High Schools)</i>	N/A	N/A

Quorum Established: Yes

III. Action Items

- a. **Approval of Agenda:** Motion made by: **C.Manning**; Seconded by: **A.Atkinson**
Members Approving: M. StJoy, C. Manning, A. Atkinson, Z. Lescott, B. Williams
Members Opposing:
Members Abstaining:
Motion Passes

b. **Fill Vacant Positions**

Vacant Position:	Parent/ Guardian
Appointee's Name:	Working with school parent liaison to fill vacant parent seat.
Open Position:	Swing Seat
Appointee's Name:	Will inquire with school partner

- c. **Approval of Previous Minutes:** Motion made by: [C. Manning](#); Seconded by: [A. Atkinson](#)
Members Approving: Z. Lescott, M. StJoy, B.Williams
Members Opposing:
Members Abstaining:
Motion Passes

IV. Discussion Items

a. **Current Strategic Plan**

- I. Timeline: (Sept.- Dec. 2022) Utilizing current data, the GO TEAM will review and possibly update the school strategic priorities and plan
- II. **SMART Goals:**
 - Increase the percentage of grades 3-5 students scoring proficient or above in reading bby 3% from 25.62% to 28.62%
 - Increase the percentage of grades 3-5 students scoring proficient or above in math by 3% from 21.67 to 24.67%.
 - 70% of students (from the fall to the spring administration) will respond favorably to the BASC-3 Survey
- III. **School Priorities:**
 - Improve students' mastery of core content knowledge
 - Cultivate a rigorous STEM program model (phase 2),
 - Prepare all students to have the essential life skills to be self-aware, collaborative, and accepting of diversity
 - Build systems identifying and addressing root causes to promote social and academic growth
 - Build systems and resources to support STEM implementation
 - Build teacher capacity in core content areas, particularly Math and ELA
 - Inform and engage the school community

- Develop a positive school culture

IV. Strategies- several strategies were developed last school year to achieve the school's priorities. In the coming months, the GO TEAM will further review these strategies to ensure that it is consistent with the current work being done at Hutchinson.

b. Continuous Improvement Plan

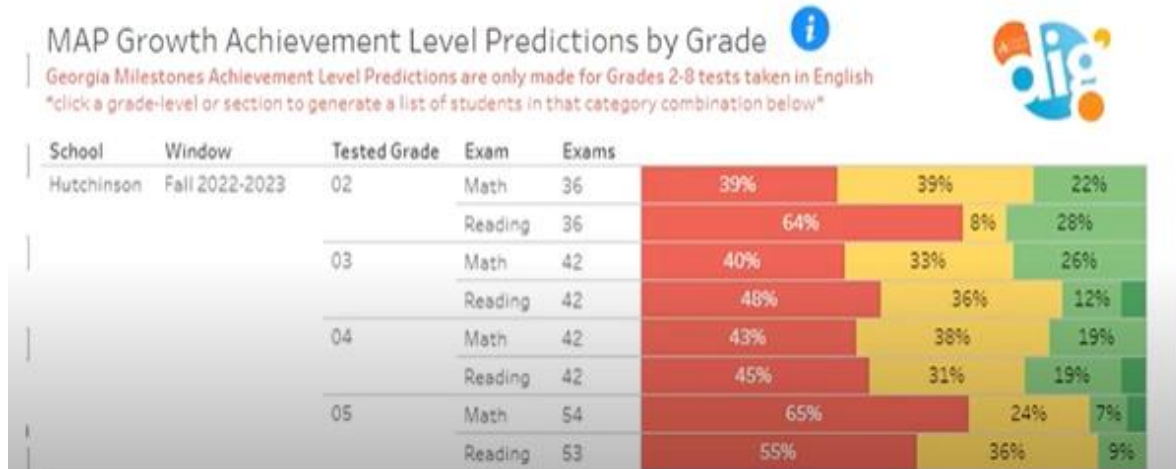
I. SMART Goals

- At the conclusion of the 2023 school year, the percentage of students in grades 3rd-5th scoring in the beginning category will decrease by 63% to 58% and the percentage of students scoring proficient or above will increase from 8% to 11% in Reading/ ELA based on milestone data.
- At the conclusion of the 2023 school year, the percentage of students in grades 3rd-5th scoring in the beginning category will decrease by 48% to 43% and the percentage of students scoring proficient or above will increase from 14% to 17% in math based on milestones data.
- At the conclusion of the 2023 school year, the percentage of students in grades Kindergarten through 5th grade meeting CCRPI Attendance Criteria will increase from 58.5% to 63.5% minimum based on State of Georgia CCRPI guidelines.

II. Current Progress Monitoring Measures

Literacy	Numeracy	Whole Child
1. Weekly Assessment Data Analysis	1. Weekly Assessment Data Analysis	1. Track Daily Attendance Take Rate
2. MAP Universal Screener Data	2. MAP Universal Screener Data	2. Social Worker Referrals
3. Student Work Samples	3. Student Work Samples	3. Biweekly Student Attendance meetings
4. PBL Units	4. PBL Units	4. Attendance Letters
5. Student Writing Samples	5. Interactive Notebooks	
6. Leadership check-ins	6. Student Writing Samples	
7. Weekly Analysis readingMH Read 180/iRead Data Reports	7. Leadership Weekly check ins	
8. End of Grade Georgia Milestones Assessment	8. Analysis of Do the Math Data (Beginning/Middle/End-of-Module Assessments)	
	9. End of Grade Georgia Milestones Assessment	

c. MAP Data



d. Principal's Report

I. Upcoming Events:

- Fall Break- October 10th-14th
- South Atlanta Cluster Night- October 15th
- Students return on October 17th
- Atlanta Community Food Bank- October 18th
- Parent Night- October 27th
- Book Character Parade and Trunk or Treat- October 31st
- MAP testing window opens on November 4th

V. Announcements-

- The GO TEAM has started the live portion of their GO TEAM orientation again. If you are in need of this portion of the orientation, email communications should have been received with the dates and times. There are two more scheduled in the month of October (October 18th at 11:30 AM and October 24th at 5PM).

VI. Adjournment

Motion made by: C. Manning ; Seconded by: A. Atkinson

Members Approving: C. Manning, A. Atkinson, M. StJoy, Z. Lescott, B. Williams

Members Opposing:

Members Abstaining:

Motion Passes

ADJOURNED AT 5:30 PM

Minutes Taken By: Courtney Manning

Position: Vice Chair

Date Approved: