

Meeting Minutes

Hutchinson Elementary

Date: February 16, 2023

Time: 5:00 P.M.

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

I. Call to order: 5:02 PM

II. Roll Call

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

Quorum Established: No

III. Action Items

a. **Approval of Agenda:** Motion made by:

b. **Members Approving:**

Members Opposing:

Members Abstaining:

Motion: Quorum is not present

c. **Approval of Previous Minutes:**

d. **Members Approving:** B

Members Opposing:

Members Abstaining:

Motion Quorum is not present

IV. Discussion Items

a. **Budget Development Presentation**

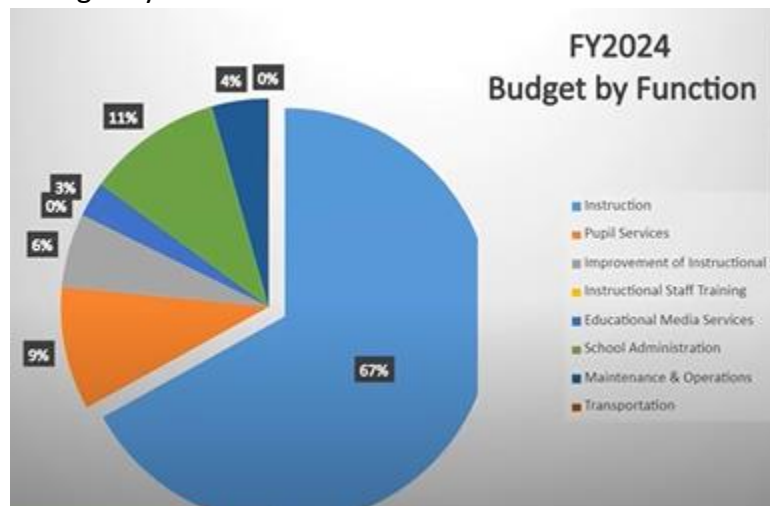
. FY24 School Priorities: Improve the percentage of students achieving proficient and distinguished on the Georgia Milestones; Build teacher capacity in core content areas; Reduce barriers to school attendance and decrease chronic absenteeism; recommend high quality staff for vacant positions that arise; Full implementation of district intervention initiative; Support the social, emotional, behavioral, and mental well-being of students and staff through PBIS and BASC; Implement STEM engineering and design program that leads to obtaining STEM school certification by 2023.

. Strategic Plan Break-out: lose 1 instructional coach to general funds, lost 1 fourth grade teacher (36 student enrollment for FY 24), hire 2 new teachers to replace retiring teachers (3 teachers intend to retire in the upcoming school year).

. FY 24 CARES Allocations: Fund 1 instructional coach, hire staff to communicate with the school and Hammond park community, pay teacher stipends, hire a paraprofessional to support building initiatives and small group instruction for 1-2 classrooms (these are all year- to year positions, contingent upon funds)

. FY 24 Title I Family Engagement Funds: funds to support intervention efforts to support attendance initiatives, funds to purchase items for make and take resources for parent nights

. Budget by function:



.FY 24 plan for leveling reserves: Amount- \$52, 261; Plan- hire teacher tutors, purchase additional instructional materials

. What's next? Our next meeting is the Budget Approval Meeting (March 16, 2023)

V. Information Items

a. Principal's Report:

- I. Winter Break is the week of February 20th
- II. Hutchinson has the best attendance in the South Atlanta Cluster
- III. National School Social Worker Week- March 6th-10th
- IV. Mid- semester report cards will post on infinite campus March 15th
- V. District Sponsored PD Day- March 20th
- VI. School Librarian Appreciation Day- March 28th
- VII. APTT Night- March 30th (4PM-6PM)
- VIII. MAP Testing Window: March 6-10th- Reading; March 13th-17th- Math; March 27th- 31st- Fluency
- IX. As evidenced by Panorama Education 2022 (December) Family-School Relationship Survey, Hutchinson ranked higher than the district in all categories.

VI. Announcements- GO TEAM Office- [Declarations for GO TEAM elections are open until February 28th.](#) [Non-supervisory staff and parent candidates are desired.](#)

VII. Adjournment

Motion made by: **Quorum is not present**

Members Approving: B. Lundy, C. Manning, M. StJoy, A. Atkinson, J. Edwards

Members Opposing:

Members Abstaining:

Motion: Quorum is not present

ADJOURNED AT 5:34

Minutes Taken By: **Bria Lundy**

Position: **Secretary**

Date Approved: