

# Meeting Minutes

Hutchinson Elementary

Date: **January 27, 2022**

Time: **5:00 p.m.**

Location: Zoom Meeting ID: 869 8520 4989 Passcode: tigers

I. Call to order: **5:21 p.m.**

II. Roll Call

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Ms. Melissa St. Joy	P
Parent/Guardian		
Parent/Guardian		
Parent/Guardian		
Instructional Staff	Krystil Oliver	P
Instructional Staff	Brittany Jenkins Bingham	P
Instructional Staff	Laila Ogunyomi	P
Community Member	Michael Hopkins	P
Community Member	Zakiya Lescott	P
Swing Seat	Marquaan West	P
Student <i>(High Schools)</i>	N/A	

Quorum Established: **Yes**

III. Action Items

a. **Approval of Agenda:** Motion made by: **B. Jenkins Bingham** Seconded by: **M. Hopkins**

**Members Approving:** K. Oliver, B. Jenkins Bingham, L. Ogunyomi, Z. Lescott, M. West, M. Hopkins

**Members Opposing:**

**Members Abstaining:**

**Motion Passes**

b. **Approval of Previous Minutes:** Motion made by: **M. Hopkins** Seconded by: **B. Jenkins Bingham**

**Members Approving:** K. Oliver, B. Jenkins Bingham, M. Hopkins, L. Ogunyomi, Z. Lescott, M. West

**Members Opposing:**

**Members Abstaining:**

**Motion Passes**

## Meeting Minutes

- c. **Approval of Strategic Plan:** Motion made by: [M. Hopkins](#) Seconded by: [K. Oliver](#)  
**Members Approving:** K. Oliver, B. Jenkins Bingham, M. Hopkins, L. Ogunyomi, Z. Lescott, M. West  
**Members Opposing:**  
**Members Abstaining:**  
Motion [Passes](#)

### IV. Discussion Items

#### Discussion Item 1: School Strategic Plan

- a. The Go Team discussed additional items to place on the School Strategic Plan.
- b. Ms. Lescott volunteered to create a letter for Hutchinson to solicit partnerships and/or donations
- c. Ms. Lescott also suggested creating a *Family's Needs Assessment* Survey to identify areas in which parents need assistance.
- d. Mr. Hopkins suggested having the parent liaison (Mrs. Rivera) educate parents on downloading the Zoom app to join virtual parent meetings and workshops
- e. Mr. West suggested organizing an in-person event to engage parents as an alternative to the current virtual engagement structure.

#### Principal's Report

- f. Ms. St. Joy discussed how the admin. team devised a short -term strategic plan of how to support the teachers to continue student growth.
- g. Hutchinson ES had a Beta Club induction on 1/27/22. Approximately 17 students were inducted into the Junior Beta Club. There was a great speaker that prepared a virtual video. Parents were able to zoom in and the presentation was also recorded.
- h. Ms. St. Joy discussed reactivating the school Facebook page and having the Media Specialist (Mr. Ashley) survey parents to see which social media platform is used the most.
- i. The next Go Team meeting will discuss the budget. Go Team members need to complete budget training prior to the meeting.

- V. **Announcement:** Next Go Team meeting will be February 10, 2022, and we will discuss the school budget.

### VI. Adjournment

## Meeting Minutes

Motion made by: [Z. Lescott](#) Seconded by: [B. Jenkins](#)

**Members Approving:** K. Oliver, B. Jenkins Bingham, M. Hopkins, L. Ogunyomi, Z. Lescott, M. West

**Members Opposing:**

**Members Abstaining:**

**Motion Passes**

**ADJOURNED AT** [5:55 p.m.](#)

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**Minutes Taken By:** [Krystil Oliver](#)

**Position:** [Secretary](#)

**Date Approved:**