**[Benteen Elementary School]**

**Date: [August 26, 2019]**

**Time: [3:54 p.m.]**

**Location: [Conference Room]**

1. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Dr. Andrew Lovett** | **Present** |
| **Parent/Guardian** | **Dr. Tonya Spurley** | **Present** |
| **Parent/Guardian** |  |  |
| **Parent/Guardian** |  |  |
| **Instructional Staff** | **Ms. K. Jackson** | **Present** |
| **Instructional Staff** | **Mrs. W. Brightharp** | **Present** |
| **Instructional Staff** | **Ms. M. Partridge** | **Present** |
| **Community Member** | **Mr. Jim Williamson**  | **Present** |
| **Community Member** | **Mr. Lance Roberson**  | **Present (call in on phone)** |
| **Swing Seat** | **Mr. Brian Bowers** | **Present** |
| **Student** *(High Schools)* |  |  |

1. **Action Items** *(add items as needed)*
	1. **Approval of Agenda:** **Motion** [Passes]
	2. **Fill Vacant Positions** *(copy and complete table for each vacant position)*

|  |  |
| --- | --- |
| **Vacant Position:** | **[Parent, Staff, Community, Swing]** |
| **Appointee’s Name:** |  |

* 1. **Fill Open Community Member Seat:**

|  |  |
| --- | --- |
| **Open Position:** | **Community Member** |
| **Appointee’s Name:** | Jim Williamson |

* 1. **Fill Open Swing Seat**

|  |  |
| --- | --- |
| **Open Position:** | **Swing Seat** |
| **Appointee’s Name:** | Brian Bowers |

* 1. **Approval of Previous Minutes** [Passes]
	2. **Election of Officers**
		1. **Chair: Result:** [Dr. Tonya Spurley]
		2. **Vice Chair: Result:** [Ms. Wilma Brightharp]
		3. **Secretary: Result:** [Ms. Kai Jackson]
		4. **Cluster Representative: Result:** [Mr. Jim Williamson]
	3. *For High Schools:* **Appoint Student Representative**

**Student Representative:** [Insert Name of Student Representative]

* 1. **Approval of Public Comment Format:** **Motion** [Passes]
	2. **GO Team Meeting Calendar** *(GO Teams are required to have a minimum of 6 meetings, with at least 4 allowing for Public Comment)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Date** | **Time** | **Location** | **Public Comment Permitted? (Yes/No)** |
| **1** | **August 26, 2019** | **3:30** | **Benteen Elementary Conference Room**  |  |
| **2** | **November 4, 2019** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **3** | **January 27, 2019** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **4** | **February 24, 2019** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **5** | **March 9, 2019** | **3:30** | **Benteen Elementary Conference Room** |  |
| **6** | **April 20, 2019** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **7** |  |  |  |  |
| **8** |  |  |  |  |

* 1. **Adopt GO Team Norms Motion** [Passes]
1. **Adjournment: Motion** [Passes]
2. 2019-2020 Principal Overview
3. 2019-2020 Principal Overview