

Bolton Academy

Date: January 31, 2025

Time: 3:00pm EST

Location: Zoom recording at

<https://www.youtube.com/live/TOmoEovey9s?si=TqmYw--2Gx8ypPSf>

- I. **Call to order:** Meeting called to order by Nikki Knox at 3:04pm
- II. **Roll Call:**

Role	Name	Present or Absent
Principal	Shavaun Mincey	Present
Parent/Guardian	Joanna Caceres-Aponte	Present
Parent/Guardian	Meredith Castelan	Present
Parent/Guardian	Nikki Knox	Present
Instructional Staff	Michael Armstrong	Present
Instructional Staff	Celine Browne-Roberts	Present
Instructional Staff	Nicole Hinton	Absent
Community Member	Avina Gupta	Absent
Community Member	Marie Cruzado Jeanneau	Absent
Swing Seat	Taniya Wilder	Present

Quorum Established: Yes, (6/9)

III. Action Items

- a. **Approval of Agenda:** Motion made by: [Michael Armstrong](#); Seconded by: [Taniya Wilder](#)
Members Approving: Shavaun Mincey, Joanna Caceres-Aponte, Meredith Castelan, Nikki Knox, Celine Browne-Roberts
Members Opposing: None
Members Abstaining: None
Motion [The motion to approve agenda passes](#)

IV. Discussion Items

- a. **Discussion Item 1:** Budget Allocation Presentation
 - i. Shavaun Mincey started by explaining the norms and budget development process, including the principal’s role and GO Team’s role in this process.
 - ii. Shavaun Mincey shared a copy of the school’s strategic plan and priority rankings. The Top 3 priorities for FY26 are:

1. Increase student performance in math
2. Increase student performance in ELA
3. Embed a data-driven, multitiered system of support to improve our multilingual learner performance
- iii. Reviewed the school allocation tab overview
 1. Funds that we earn for FY26 is \$9,177,711.
 - a. This is an increase from FY25 due to projected enrollment increases
- iv. Reviewed FY26 budget by function
 1. 76% of the budget is dedicated towards instruction
- v. Review FY26 additional earnings
 1. Signature funds and Turnaround funds are not included in the overall budget > impacted by APS \$100M deficit
 - a. Will need to submit special request for this funding
- vi. Reviewed staff allocations for FY26
 1. Requesting a fifth 4th grade teacher
 2. Requesting a second Assistant Principal
 3. Requesting a second Counselor
 4. Will need to move over some positions into signature funds
- vii. Reviewed non-staffing tab
 1. These line items will continue to be fleshed out over the next few weeks.
- viii. Reviewed signature & turnaround fund process
 1. APS is piloting zero-based budgeting for FY26
 2. Principals will develop proposed requests for the FY26, discuss with GO Team and provide to APS
- ix. Ms. Mincey will have a solid understanding of where we are going by our next meeting on February 12.
- x. What's next:
 1. GO Team feedback meeting on Feb 12
 - a. Will vote on draft budget at this time
 2. Cluster Superintendent Review (Feb 17-21)
 3. HR Staffing Conference (Feb 24-27)
 4. Final GO Team approval meeting on March 12
 - a. Will vote on final budget at this time

V. Announcements - none

VI. Adjournment Motion made by: [Michael Armstrong](#); Seconded by: [Celine Browne-Roberts](#)
Members Approving: All others

Members Opposing: None

Members Abstaining: None

Motion Motion to adjourn the GO Team meeting passes

VII. ADJOURNED AT 3:45pm

Minutes Taken By: Meredith Castelan

Position: Secretary

Date Approved: February 12, 2025