GO Team Organizational Meeting
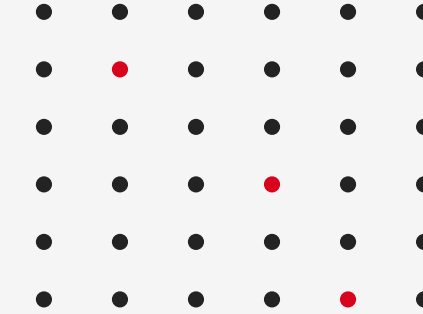
Agenda

I. **Call to Order**

II. **Roll Call; Establish Quorum**

III. **Action Items**
- A. Approval of Agenda
- B. Fill Vacant Positions *(if applicable)*
- C. Fill Open Community Member Seat
- D. Fill Open Swing Seat
- E. *For High Schools*: Appoint Student Representatives
- F. Approval of Previous Minutes *(last meeting of 2024-2025 school year)*
- G. Election of Officers and Representatives
  - i. Chair
  - ii. Vice-Chair
  - iii. Secretary
  - iv. Cluster Representative
- H. Review and Approve Public Comment Protocol
- I. Set GO Team Meeting Calendar
- J. Review, Confirm/Update, and Adopt GO Team Meeting Norms

IV. **Discussion Items** *(add items as needed)*
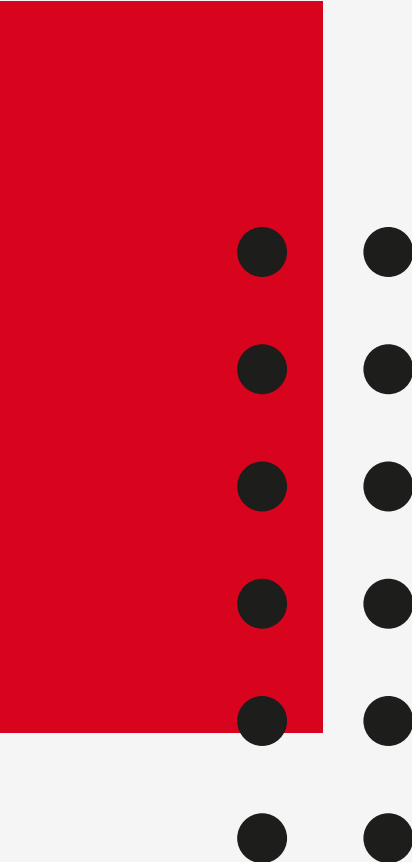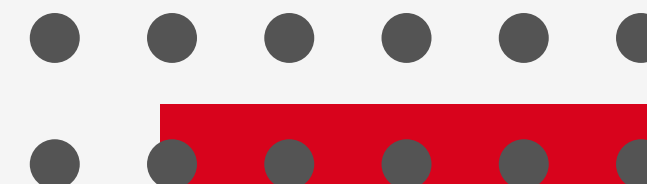- A. Stakeholder Engagement Exercise
- B. Discussion Item 2:

V. **Information Items** *(add items as needed)*
- A. Principal's Update
  - i. APS Personal Electronic Device Policy (PED)
  - ii. Our PED Implementation
- B. APS Forward 2040 –Comprehensive Long Range Facilities Plan

VI. **Announcements** *(add items as needed)*
- A. New GO Team Member Training and Orientation

VII. **Adjournment**

ATLANTA PUBLIC SCHOOLS
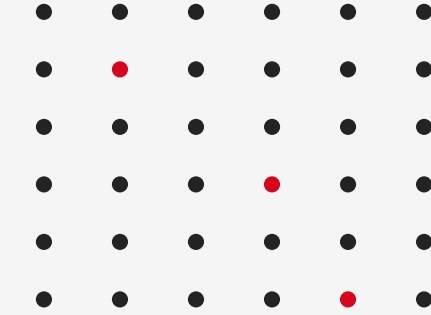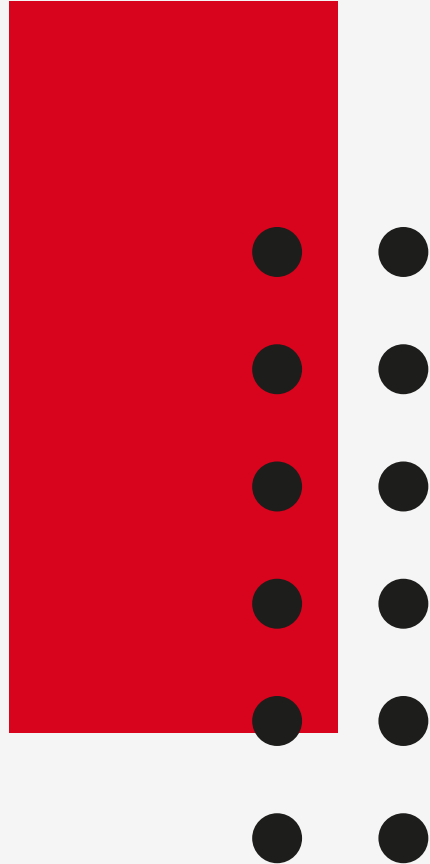One District. One Goal. Every Child.

- GO Team will appoint an interim secretary **for this meeting**.

- Interim Secretary will call roll of current GO Team members.

- Secretary will announce if the GO Team has a **quorum.**

The meeting can only proceed if a majority of current members are present.

Interim Secretary

Call Roll

Establish Quorum

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I. **Call to Order**
II. **Roll Call; Establish Quorum**
III. **Action Items**
    A. Approval of Agenda
    B. Fill Vacant Positions *(if applicable)*
    C. Fill Open Community Member Seat
    D. Fill Open Swing Seat
    E. *For High Schools*: Appoint Student Representatives
    F. Approval of Previous Minutes *(last meeting of 2024-2025 school year)*
    G. Election of Officers and Representatives
        i. Chair
        ii. Vice-Chair
        iii. Secretary
        iv. Cluster Representative
    H. Review and Approve Public Comment Protocol
    I. Set GO Team Meeting Calendar
    J. Review, Confirm/Update, and Adopt GO Team Meeting Norms
IV. **Discussion Items** *(add items as needed)*
    A. Stakeholder Engagement Exercise
    B. Discussion Item 2:
V. **Information Items** *(add items as needed)*
    A. Principal's Update
        i. APS Personal Electronic Device Policy (PED)
        ii. Our PED Implementation
    B. APS Forward 2040 –Comprehensive Long Range Facilities Plan
VI. **Announcements** *(add items as needed)*
    A. New GO Team Member Training and Orientation
VII. **Adjournment**

Approve the Agenda

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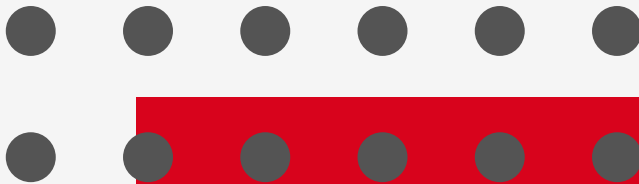
Only if the GO Team has vacant seats

Fill Vacant Seats

- **Vacant Seats** are seats which have been vacated prior to the end of the seat's term.

- Individuals appointed to the seat will serve until the end of the seat's term.

- Principal nominates individuals for each vacant seat.

The GO Team votes on the nomination for each vacant seat.

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Fill Open Community Seat

- The new **Community Member** for the open seat will serve for a full two-year term – until June 2027.

- Individuals **cannot** be full-time APS employees.

- Principal nominates the individual for the Community Member seat.

The GO Team votes on the nomination for the Community Member.

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Fill Open Swing Seat

- **Any** GO Team member can nominate someone for the **open Swing Seat**.

- Anyone **except** school administrators are eligible to fill the seat.

- The new Swing Seat member will serve a full two-year term until June 2027.

The GO Team votes on the nomination(s) for the swing seat.

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- **High school** GO Teams will have **two** student representatives; students serve a 1-year term

- Students are **full members** of the GO Team – they contribute to quorum, can vote, and serve in officer positions

- Principal **appoints** student representatives; one should be an elected member of a student governing body (e.g., Student Government Association)

Appoint Student Seats

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- Review minutes from the last meeting of the 2024-205 school year.

- GO Team will offer amendments and corrections to the minutes.

- GO Team will then vote to approve the previous meeting's minutes.

# Approval of the previous meeting Minutes

(last meeting of 2024-2025)

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Election of Officers
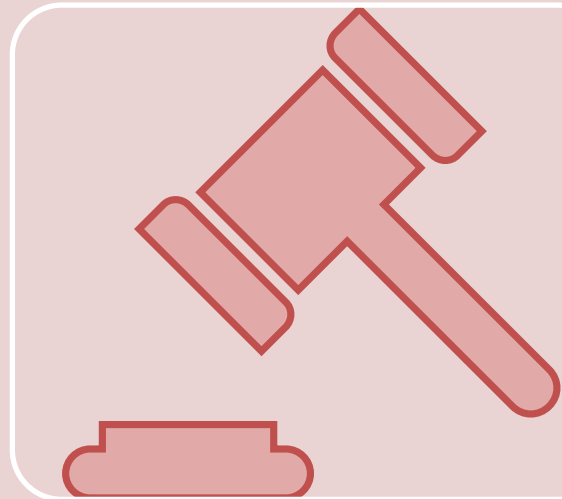
CHAIR
- Works with GO Team to create the agenda
- Leads meetings
- Monitors GO Team compliance with Open Meeting Laws and member training
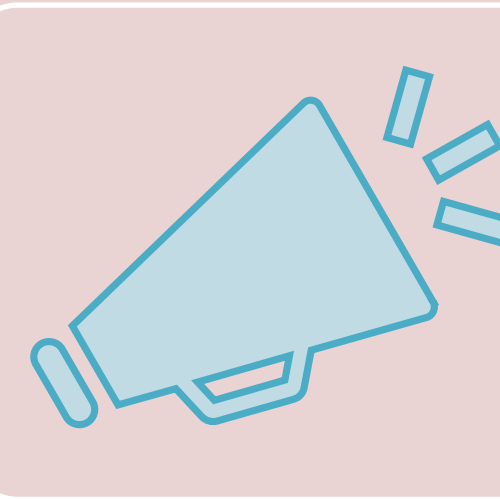
VICE-CHAIR
- Ensures compliance with parliamentary procedure
- Acts as Chair, if the Chair is absent
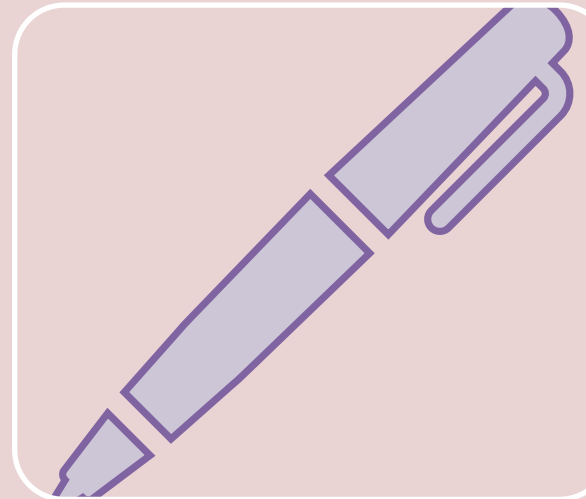
SECRETARY
- Takes minutes at meetings
- Ensures compliance with Open Meeting Laws by posting GO Team documents on the school's GO Team webpage

CLUSTER REP
- Attends Cluster Advisory Team (CAT) meetings (about 3/year)
- Reports out at CAT about your school
- Brings cluster report back to GO Team
- Can hold an officer position

Find more information about officer positions in the **GO Team Handbook**

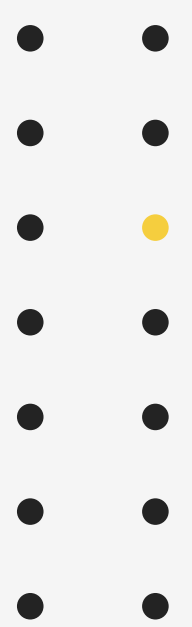The GO Team Office provides additional training and resources for officers.

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CHAIR

Chair Responsibilities

The GO Team Chair is the leader of the GO Team and presides at all meetings of the GO Team.

Key Responsibilities
- Leading GO Team Meetings
- Working with the Principal and GO Team to develop meeting Agendas
- Ensuring every GO Team member has an opportunity to be heard
- Monitoring team compliance

Qualifications
- A commitment to the school and its values and an understanding of the school's objectives, organization, and services
- Knowledge of, and ability to work with, the broader school community
- Ability to understand concepts and articulate ideas
- Willingness to learn facilitation skills and provide balanced leadership

VICE-CHAIR

Vice-Chair Responsibilities

The GO Team Vice-Chair assists the GO Team Chair in providing leadership to the GO Team and presides at all meetings of the GO Team in the absence of the Chair.

Key Responsibilities
- Ensuring the GO Team follows parliamentary procedure
- Working with the Principal and Chair to develop meeting Agendas
- Acting as Chair, if the Chair is not present.

Qualifications
- A commitment to the school and its values and an understanding of the school's objectives, organization, and services
- Knowledge of, and ability to work with, the broader school community
- Ability to understand concepts and articulate ideas
- Willingness to learn facilitation skills and provide balanced leadership
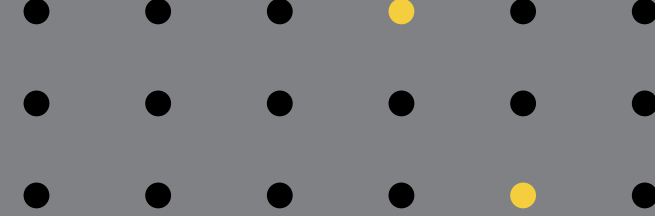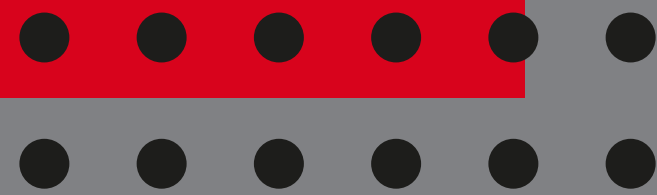
SECRETARY

Secretary Responsibilities

The GO Team Secretary is responsible for communication regarding GO Team meetings and documenting the work and decisions of the GO Team.

Key Responsibilities
- Posting GO Team documents (agendas, summaries, and minutes) to the website
- Taking minutes at GO Team meetings
- Ensuring the GO Team is in compliance with Georgia Open Meeting Laws

Qualifications
- A commitment to the school and its values and an understanding of the school's objectives, organization, and services.
- Knowledge of, and ability to work with, the broader school community
- Willingness to learn about and ensure GO Team compliance with Robert's Rules of Order and Georgia's Open Meetings and Records laws
- Organization skills and an ability to adhere to deadlines

CLUSTER REP

The CAT Representative serves as the voice of their school's GO Team within the Cluster Advisory Team. The CAT Rep may also be the Chair, Vice-Chair, or Secretary.
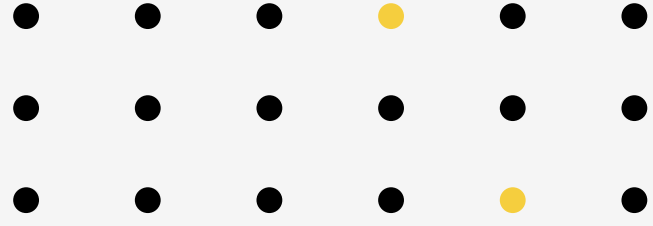
Key Responsibilities
- Attend all Cluster Advisory Team Meetings
- Represent your school at the CAT Meetings
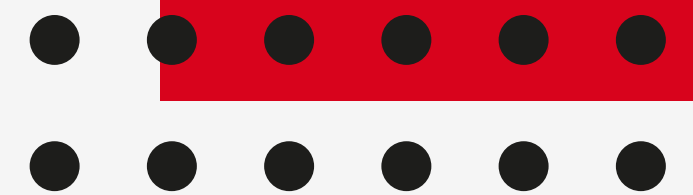- Bring relevant information and reports back to your GO Team

Qualifications
- Willingness to collaborate with schools, principals, and community partners
- Interest in supporting continuous improvement and equity across schools
- Knowledge of, and ability to work with, the broader cluster community
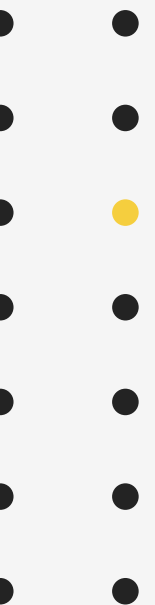
Requirements

Public Comment Protocol

- Opportunities for public comment **shall** be provided at least four (4) times in a school/fiscal year and noted on the GO Team's webpage and meeting agenda;

- GO Team members will **not** provide responses or engage in direct conversation during public comment;

- Each GO Team will determine a consistent method for receiving public comments and for parents and other citizens to sign up to address the team;

- **At least 20 minutes** of time will be allotted for the public to make comments at meetings where public comment is permitted; and

- The public will receive at least 2 business days' notice of the Public Comment Protocol.
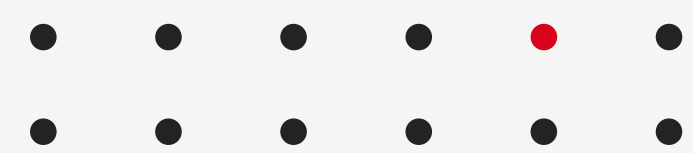
Public Comment Protocol Tips

- **Public Comment Is Not Mandatory at Every Meeting**: GO Teams are not required to include a Public Comment period at every meeting, but should be scheduled for meetings involving major action items needing community input.

- **Plan and Structure Public Comment Thoughtfully**: When included, Public Comment should be scheduled at a specific time (e.g., a 20-minute segment with 2 minutes per speaker) and aligned with the school community's availability to encourage participation.

- **Establish a Clear and Transparent Process**: Provide clear instructions for how individuals can sign up to speak. During the Public Comment period, GO Team members should listen without responding, using the input to inform decisions.

- **Encourage Ongoing Community Engagement**: Remind stakeholders that Public Comment during meetings is just one way to share input. Emails to GO Team members and special sessions can also serve as valuable channels for community feedback.

The GO Team votes on its Public Comment Protocol

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Cascade's Public Comment Section

For those of you wishing to provide comment, there is time allotted on the agenda from 3:30 pm-3:50 pm (tentatively). The sign-up sheet is by the door for face to face sessions, while virtual sign ups are located in the chat box of the virtual meeting link. Each member of the public will have 2 minutes to speak at which time we will ask you to have a seat to allow others to speak. The Public Comment period is designed to gain input from the public and not for immediate responses by the GO Team to the public comment presented. At the end of the 20 minutes we will close public comment and move on to the next agenda item. If there are questions or information that y
ou have for the GO Team, you may also contact one or more of the GO Team members after this meeting. You can find GO Team member contact information and meeting dates and agendas on the GO Team page of the school's website."

Requirements

Meeting Calendar

- Hold **at least six** (6) business meetings this school year *(this meeting plus at least 6 more)*;

- **At least four** (4) of the meetings must permit time for Public Comment;

- Meetings **cannot** be held during the instructional school day;

- Meetings **must** be live-streamed and recorded; and

- Meeting locations for hybrid meetings must be places which can accommodate the public *(i.e. – not a conference room)*.

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# Meeting Calendar Considerations

- **Hold at least 3 business meetings per semester**: This will ensure your GO Team has sufficient time to complete its business

- **Fall Semester 2025**: Your GO Team will be developing its 2025-2030 Strategic Plan to align with the District's new strategic plan; allow enough time to complete this work

- **Budget Meetings**:
  - Allocation Meeting: Late January
  - Draft Feedback Meeting: Early February – before February break
  - Finalization Meeting: Early March – after staffing conferences

- **Public Comment:** Select at least **four (4)** of meetings that will allow time for public comment.

The GO Team votes on its Meeting Calendar

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GO Team Meetings At-a-Glance: 6 Business Meetings Per Year

*This document is an outline of discussions and may change. Also note the annual G3 Summit will take place in September. Please plan to attend. *

	Meeting #	Month	Meeting Focus	Data
	Organizational	July/August	Fill Open Seats, Public Comment Protocol, Meeting Norms, Officer Elections, Set Annual Meeting Calendar	
F A L L	1	September	Review Strategic Plan and performance indicators, CIP Goals for 2024-2025, leveling impacts (*if any*)	24-25 GMAS Performance, Spring 2025 MAPS, other data as outlined in Strategic plan
	2	October	CIP Deep Dive: Needs Assessment and Goals and 2025-2030 Strategic Plan Development	BOY MAPS Data; Spring to Fall Growth
	3	November/December	Finalize Strategic Plan Updates and Rank Strategic Plan Priorities	CIP 45 Day Report; Winter MAPS; Fall to Winter Growth
S P R I N G	4	Late January	Budget Allocation Meeting	CIP 45 Day Report
	5	February	Budget Feedback Meeting	CIP 45 Day Report
	6	March	Budget Finalization Meeting ,Year-End Closeout; Principal and GO Team Self-	EOY MAPS

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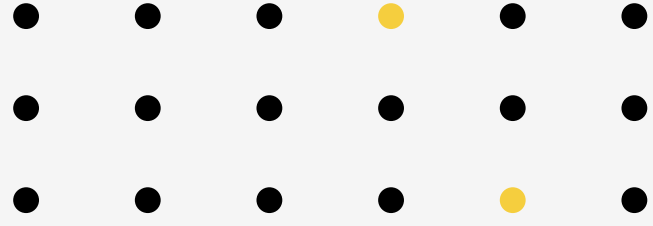One District. One Goal. Every Child.
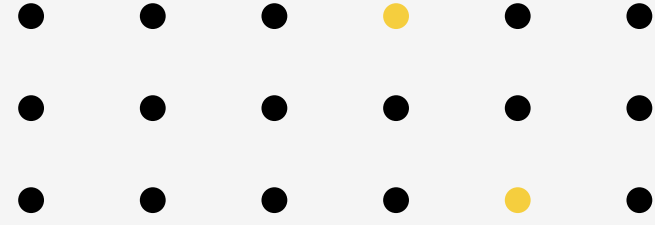
Meeting Norms

The GO Team may change these norms.

The GO Team votes on its meeting norms.

Initial Norms

- This is a meeting of the GO Team. Only members of the team may participate in the discussion. Any members of the public present are here to quietly observe.
- We will be fully present.
- We will follow the agenda as noticed to the public and stay on task.
- We will be respectful of each other at all times.
- We will be open-minded.
- We invite and welcome contributions of every member and listen to each other.
- We will respect all ideas and assume good intentions.
- We will approach differences of opinion with curiosity.

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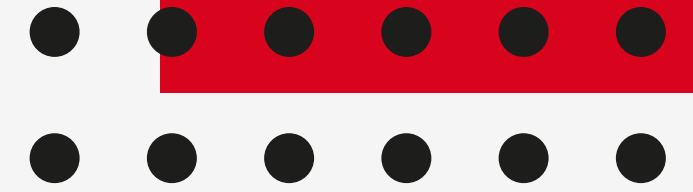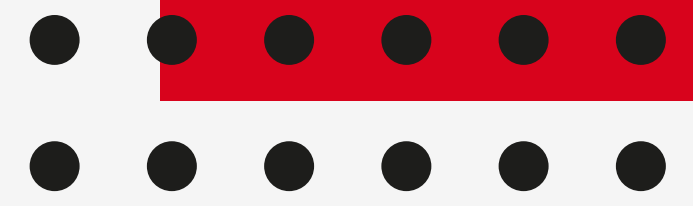
Discussion Items
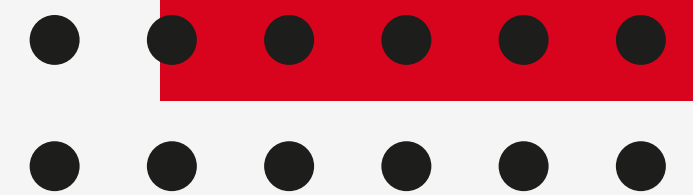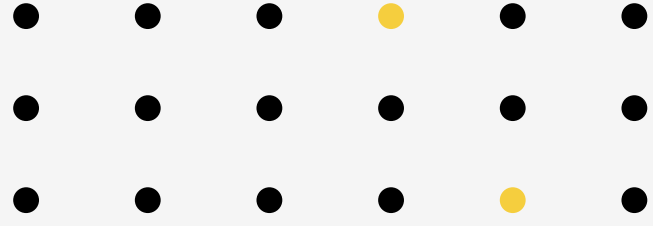
Why We're Here

Stakeholder Engagement Exercise

GO Teams play a vital role in decision-making that impacts the school's direction, priorities, and overall success.

- Stakeholder engagement ensures that the decisions we make reflect the real needs and voices of the people our schools serve.
- We're stronger when we bring others into the work—when we listen, learn, and co-create with families, students, staff, and community members.

Today our GO Team will: Brainstorm ways to involve our school's key stakeholders in our work.

Here's the challenge:
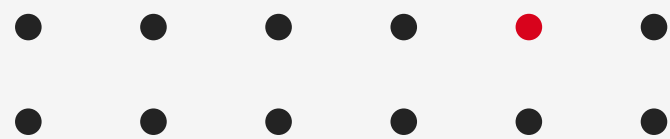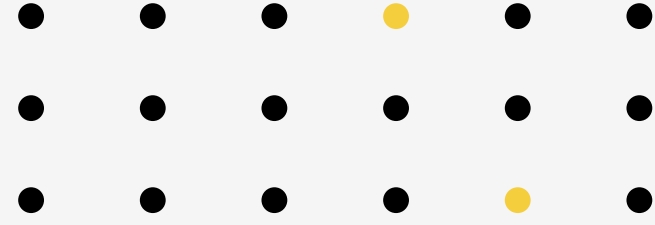
Stakeholder Engagement Exercise

We're going to look at four groups—Families, Students, Staff, and Community.

For each group, we'll ask and answer three questions:

1. **INFORM** – What's a fun or unexpected way to keep them in the loop?
2. **INPUT** – What's a meaningful way to get their ideas or feedback?
3. **INVITE** – How can we bring them into the *work*, not just the audience?

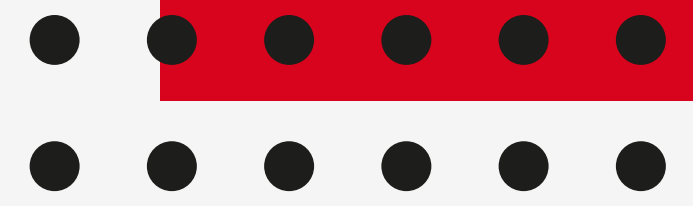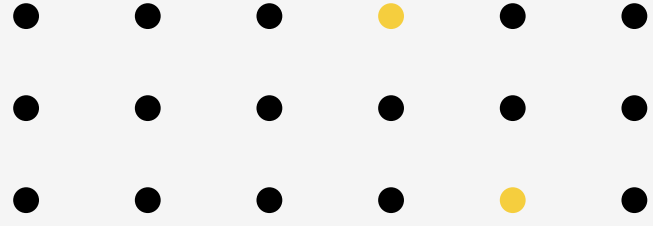Let's get creative, specific, and push past the usual answers.

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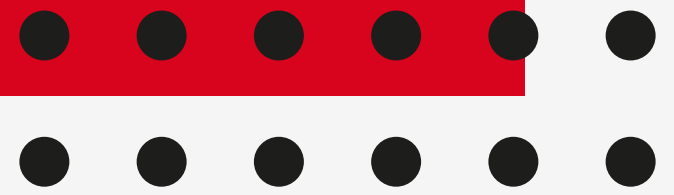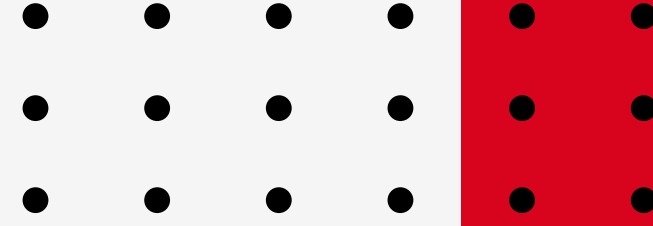|	FAMILIES	STUDENTS	STAFF	COMMUNITY
INFORM **What's a fun, unexpected way to keep them in the loop?**	Flyers with QR codes Incentives/prizes for survey participants as well over attendance to evens	Students create engaging videos to share school-wide information and upload it to Class Dojo and school's webpage	Did you know games to peak their interest for upcoming events and topics	Flyers Emails Text messages Post on banners in key locations in the community
INPUT **What's a meaningful way to gather their ideas or feedback?**	Surveys/Questionnaires in real time	Verbally ask in a general assembly and take votes Suggestion board in the hallways	Dropbox	Instagram Facebook Jotforms
INVITE **How can we bring them into the work, not just the audience?**	Continue family engagement events focused on academics Coffee and conversations Donuts with dads/muffins with moms	Elementary Student Council	Committees Go Team Meeting Invitations	Invitations Community Projects

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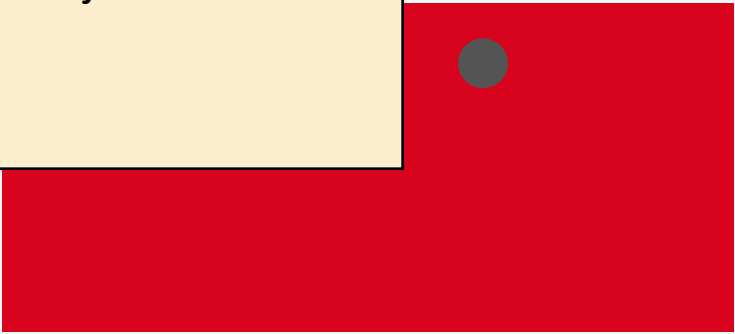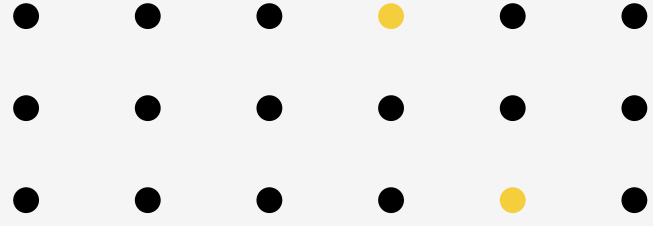
Principals

Add slides as necessary to cover any discussion items important to you or your GO Team.

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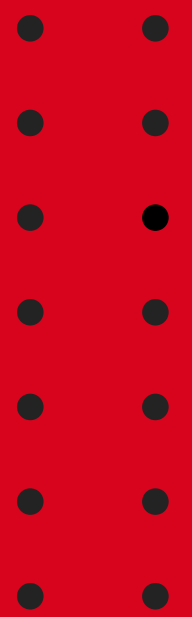One District. One Goal. Every Child.

Information Items

Principal's Update

DISRUPTION-FREE LEARNING

APS
Personal
Electronic
Device
Policy

➢ **Starting this school year (2025–2026)**, students will be asked to keep their phones "up and away" during the school day.

➢ Our **Personal Electronic Device policy** is a long-standing Board policy designed to support a focused, respectful, and distraction-free learning environment for everyone.

➢ Additionally, **next school year (2026–2027)**, in line with a new state law (**HB340**), this will expand to include other personal devices like smartwatches, tablets, and headphones.

Click the boxes below for the:

APS Board Policy

APS PED Regulation

APS PED Policy

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Cascade's PED Plan

1. Inform Parents during Open House of Policy/Expectations

2. Include PED policy in Cascade's Code of Conduct/House Rules

3. School Staff issues daily reminders to students to store PEDs

4. Administrators confiscate PEDs of student violators/follow district protocols for device returns

PEDs in our School

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APS Forward 2040: Reshaping the Future of Education

Taskforce Meetings
May 8, 2025 - Presentation
August 5, 2025- Presentation

Upcoming Public Meetings
- August 25
- October 20
- November 10

Virtual – at Noon
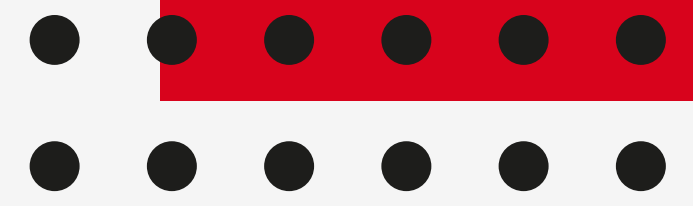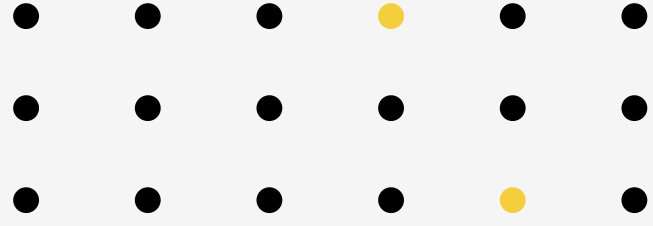**In-person** at 6PM at CLL (130 Trinity Ave)

UPDATE

Comprehensive Long Range Facilities Plan

atlantapublicschools.us/APS2040

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Announcements

Cascade Updates

- Cascade had a 4.4% increase in ELA proficiency on the 2025 GA Milestones
- Cascade had a .9% decrease in Math proficiency on the 2025 GA Milestones
- Cascade had a 3.3% increase in Science proficiency on the 2025 GA Milestones
- Cascade currently has 283 students enrolled
- Cascade will celebrate Grandparents on Friday, September 5th (Breakfast & Bingo)

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IN-PERSON

Bring the full GO Team
Come ready to collaborate, contribute, and create the future!

Come learn more about:

- Your school's 2025-2030 Strategic Plan
- Stakeholder Engagement
- APS Forward 2040

...and much more

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SAVE THE DATE

G3 Summit
Go.Grow.Govern.

## Saturday September 27
8:30 AM – 2:30 PM

GO Team Members

Remember to complete your training.

As outlined in Section 2.14 of the GO Team Handbook, GO Team members are **required to complete** orientation within **one year** of joining the team and must be renewed every four years.

Failure to complete this training will result in removal from the GO Team

Contact the GO Team Office if you have any questions.
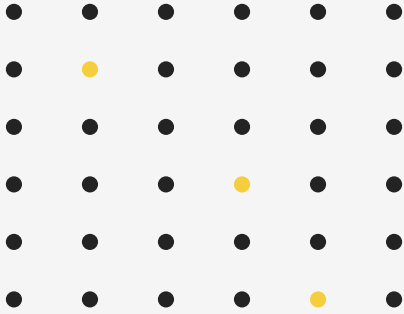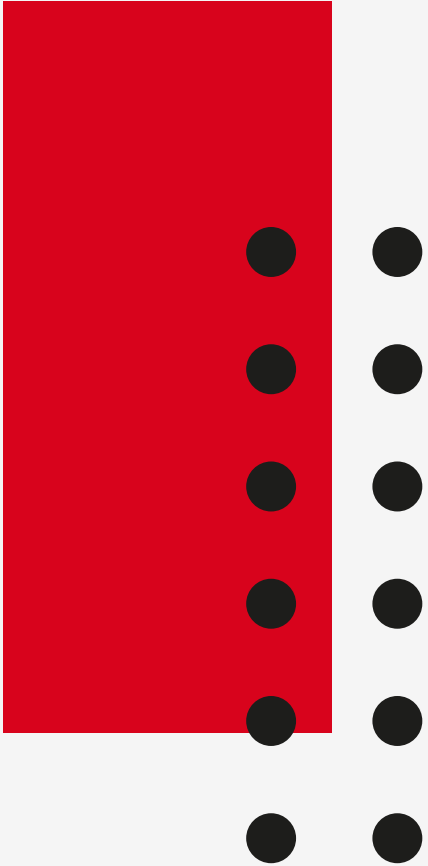
THANK YOU

We're looking forward to a great year!