**Peyton Forest Elementary**

**Date: 11/3/2021**

**Time: 3:30pm**

**Location: Zoom Meeting ID: 865 8274 4499 Passcode: 1234**

1. **Call to order:** Meeting called at 3:39pm
2. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Cynthia Gunner** | **Absent** |
| **Parent/Guardian** | **James Drue** | **Absent** |
| **Parent/Guardian** | **Vacant** |  |
| **Parent/Guardian** | **Vacant** |  |
| **Instructional Staff** | **Donovan Davis** | **Present** |
| **Instructional Staff** | **Derrick Aikens** | **Present** |
| **Instructional Staff** | **Ivette Redfield** | **Present** |
| **Community Member** | **Tamara Hunter** | **Absent** |
| **Community Member** | **Karen Douyon** | **Present** |
| **Swing Seat** | **Lynair Alston** | **Present** |
| **Additional Attendant** | **Jeffery Diggs** | **Present** |
| **GO Team District Rep.** | **Diane Jacobi** | **Present** |

**Quorum Established:** YES [voting members = 7, voting members present=5]

***Reminder of meeting norms:***

* **Norms will remain consistent with those set-in place from last term**
	+ **Sign-in to all meetings on time**
	+ **Respect different perspectives from those on the Team and those making public comment.**
	+ **Remain actively engaged in and out of our meetings.**
1. **Action Items**
	1. **Approval of Agenda:** Motion made by: Ivette Redfield; Seconded by: Derrick Aikens
		1. There are 2 additions to the distributed agenda
			1. Action item to approve 6th meeting date
			2. Action item to approve 4th Public Comment meeting date

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes}

* 1. **1. Fill Vacant Positions**

|  |  |
| --- | --- |
| **Vacant Position:** | **[Parent Seat 1]** |
| **Nominee’s Name:** | No Candidate |
| GO Team Members**In favor** |  |
| GO Team Members **Opposed** |  |
| GO Team Members **Abstaining** |  |

 **2. Fill Vacant Positions**

|  |  |
| --- | --- |
| **Vacant Position:** | **[Parent Seat 2]** |
| **Nominee’s Name:** | No Candidate |
| GO Team Members**In favor** |  |
| GO Team Members **Opposed** |  |

* 1. **Approval of Previous Minutes from 9/8/21:** *List amendments to the minutes:*

Motion made by: {Karen Douyon]; Seconded by: [Ivette Redfield]

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes]

* 1. **Set and Approve Amended GO Team Meeting Calendar** *(GO Teams are required to have a minimum of 6 meetings, with at least 4 allowing for Public Comment)*

Motion made by: {Derrick Aikens]; Seconded by: [Lynair Alston]

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes]

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Date** | **Time** | **Location** | **Public Comment Permitted? (Yes/No)** |
| **1** | **9/8/2021** | **3:30pm** | **Virtual** | **No** |
| **2** | **11/3/2021** | **3:30pm** | **Virtual** | **Yes** |
| **3** | **12/1/2021** | **3:30pm** | **Virtual** | **Yes** |
| **4** | **2/2/2022** | **3:30pm** | **Virtual** | **Yes** |
| **5** | **3/2/2022** | **3:30pm** | **Virtual** | **Yes** |
| **6** | **4/13/22** | **3:30pm** | **Virtual** | **No** |
| **7** |  |  |  |  |
| **8** |  |  |  |  |

1. **Approval of Edits to Strategic Plan:** Additions/Amendments/Updates to the Strategic Plan.

Motion made by: {Karen Douyon]; Seconded by: [Ivette Redfield]

* 1. No changes to the current version.
1. **Discussion Items**
	1. **Discussion Item 1**: Data Review

Current attendance data

1. **Information Items**
	1. **Principal’s Report** [Add brief summary of the report and any resulting discussion]
		1. **COVID Protocols: School has begun bi-weekly surveillance testing for COVID 19. There have been a few students and staff that have tested positive. Through contact tracing and quarantining, there have been no significant outbreaks. Pre-K and 5th grade worked virtually and overall there are no complaints about wearing masks and students and staff are compliant to maintain safety protocols.**
		2. **Staffing Announcements: Dr. Erickson, the art teacher will be accepting a promotion at the District. A new art teacher will be hired as a replacement. There are no other current staff vacancies.**
		3. **School Improvement: Mrs. Gunner envisions the installation of an outdoor lunch area with seating in the grassy space in front of the school. She has submitted a request to APS Facilities Department to pour cement. The time frame will be disclosed as soon as she is updated about the project. The project idea came from Twitter. In attempts to create equity between the District schools, she will continue to evaluate what other schools offer students to verify our students have equal access.**
2. **Adjournment**

Motion made by: [Donovan Davis]; Seconded by: [Ivette Redfield]

Members Approving: 7

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes]

**ADJOURNED AT** [3:59pm]

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**Minutes Taken By:** [Ivette Redfield]

**Position:** [Secretary]

**Date Approved:** [Insert Date When Approved]