**Peyton Forest Elementary**

**Date: 2/2/2022**

**Time: 3:30pm**

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

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

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| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Cynthia Gunner** | **Present** |
| **Parent/Guardian** | **James Drue** | **Absent** |
| **Parent/Guardian** | **Veronica Woods Singh** | **Absent** |
| **Parent/Guardian** | **Vacant** |  |
| **Instructional Staff** | **Donovan Davis** | **Present** |
| **Instructional Staff** | **Derrick Aikens** | **Present** |
| **Instructional Staff** | **Ivette Redfield** | **Present** |
| **Community Member** | **Tamara Hunter** | **Present** |
| **Community Member** | **Karen Douyon** | **Present** |
| **Swing Seat** | **Lynair Alston** | **Present** |
| **GO Team District Rep.** | **Chaundra Gipson** | **Present** |

**Quorum Established:** YES [voting members = 7, voting members present=6]

***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: Lynair Alston; Seconded by: Ivette Redfield
      1. There are NO additions/changes to the distributed agenda

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes}

* 1. **1. 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 Minutes from 12/1/2021:** Motion made by: Lynair Alston; Seconded by: Ivette Redfield
     1. There are NO additions/changes to the distributed agenda

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes}

* 1. **Prioritization of Strategic Plan Goals:**

The Top 3 Priorities are as follows:

1. Use data to drive instruction and academic decisions.

2. Implement a Whole-Child system of supports that integrates social-

emotional learning, behavior, wellness, and comprehensive academic

intervention plans

3. Increase academic achievement in core subject areas.

Approval of the Prioritization of Strategic Plan Goals

Motion made by: {Donovan Davis};

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes]

1. **Discussion Items** 
   1. **Discussion Item 1**: GO Team Budget Training
      1. Each GO Team member is required to complete the mandatory GO Team Budget Training. An email will be sent out later this week by Mrs. Redfield with links, instructions and resources for completing the training.
   2. **Discussion Item 2**: Initial Budget Allocations
      1. Allotments for 2022-2023 School Year with a total budget of $5,226,384.00.
      2. In response to a deficit of $176,235.00.
      3. Projected enrollment of 371 students

|  |  |
| --- | --- |
| Kindergarten | 58 |
| 1st | 61 |
| 2nd | 61 |
| 3rd | 72 |
| 4th | 59 |
| 5th | 60 |

* + 1. Teacher allotments will provide a full time Art, Music and PE teacher and Gifted Teacher.
    2. Teacher placement will support manageable class rosters for 5th grade classrooms
    3. Paraprofessionals will be employed to support the identified priorities.
    4. Explanation of balance between number of paraprofessionals and number of teachers in regard to how it effects class size and academic achievement.
    5. SEL Priority contradicts large class sizes.
    6. To support SEL Priority PF will look to employ a full time counselor to address student behavior and emotional needs.
    7. Aligning with priorities, choices have to be made to place qualified teachers in the classrooms.
    8. In terms of the 3 top priorities: Academic Achievement, The Whole Child and Using Data to Drive instruction positions for Instructional Coaches will be adjusted to support the students in the classroom. We need to think about it in terms of positions instead of people
    9. For the priority of the Whole Child we have a Social Worker to support our students and community.
    10. Non-staffing allocations have been identified to run the building, supplies, digital resources and STAR to support the priority of Data Driven instruction and IB training for teachers. This amount has decreased from the traditional amount of $150,000 to $$58,992.
    11. CARES ACT funding has been allocated for 2 additional teachers.

1. **Information Items** 
   1. **Principal’s Report** [Add brief summary of the report and any resulting discussion]
      1. **DATA Report:** Data indicates that the students continue to suffer from lasting educational impacts of the pandemic. Progress will continue to be monitored.
      2. **Staffing Announcements:** Openings for Full Time Art teacher, 4th Grade Math Teacher, and 2nd Grade Teacher currently posted. Average daily staff members that are out due to family, COVID and other reasons is approximately 10 staff members.
2. **Adjournment**

Motion made by: [Lynair Alston]; Seconded by: [Ivette Redfield]

Members Approving: 7

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes]

**ADJOURNED AT** [4:36pm]

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

**Position:** [Secretary]

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