**Peyton Forest Elementary School**

**Date: March 17, 2021**

**Time: 2:30pm**

**Location: Virtual Zoom Meeting**

**<https://atlantapublicschools-us.zoom.us/j/87173040306?pwd=SmVRSDZ4NFAwKzZxYm9ySE00Ymp3QT09#success>**

1. **Call to order:** 2:33 pm
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** | **Courtney Smith** | **Absent** |
| **Parent/Guardian** | **Benita Ross** | **Present** |
| **Parent/Guardian** |  |  |
| **Instructional Staff** | **Corey Gray** | **Present** |
| **Instructional Staff** | **Donovan Davis** | **Present** |
| **Instructional Staff** | **Lynair Alston** | **Present** |
| **Community Member** | **Tamera Hunter** | **Present** |
| **Community Member** | **Karen Douyon** | **Present** |
| **Swing Seat** | **Ivette Redfield** | **Present** |
| **GO Team Advocate** | **Diane Jacobi (None voting attendance)** | **Present** |

* **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.**

**Quorum Established:** Yes

1. **Initial Action Items** *(add items as needed)*
   * **Approval of Previous Minutes:** *List amendments to the minutes: None*

Consensus

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

* + **Approval of Agenda:** Motion made by: Donovan Davis; Seconded by: Corey Gray

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

1. **Opening Items for GO Team Members**
   * **Sincere appreciation addressed to members of the GO Team. All members were invited to continue their membership next year.**
   * **Note of the new agenda format was presented, members may comment for continued improvement.**
   * **Peyton Forest GO Team Website is compliant with all documents up to date and links verified as of 2/24/2021.**
2. **Discussion Items** *(add items as needed)*
   * **Discussion Item 1**: Striving for 100% Completion of Governance Budget Assessment.
     1. Members who “need completion” were sent an email reminder with details, including links and support, by Mrs. Redfield.
   * **Discussion Item 2**: Reminder that Declarations for the 2021 GO Team elections are now open. Spread the Word! Parents/Guardians Declaring Candidacy can fill out the following form (Teachers do not have to fill out form) <https://form.jotform.com/electionbuddy/2021GOTeamDeclaration>
   * **Discussion Item 3:** The final step for the Budget Approval was completed at the meeting today. The Action Item was voted on and results are found in section VI.
   * **Discussion Item 4:** Explanation of Budget was presented by Principal Gunner at the January GO Team Meeting. No additions, suggestions or edits were included at the February GO Team Meeting. The Budget will be approved as presented. Results found in section VI.
     1. Note: The Final Approved Budget AND the Budget Development Presentation must be submitted to <https://www.surveymonkey.com/r/FY21BudgetApproval>
     2. Note: The Strategic Plan and the FY22 Strategic Plan Breakout Must be included.
3. Action Items
   * **Approval to Submit Final Budget as it stands:** Motion made by: Donovan Davis; Seconded by: Corey Gray

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

1. **Principal’s Report** [Add brief summary of the report and any resulting discussion- New is in bold, previous report is in regular weight font]

* **Peyton Forest has continued Surveillance Testing every Thursday. Approx. 25-30 students and 25 staff members are being tested to ensure there are no outbreaks in the school. There have been 0 positive tests as of present.**
* **Face-2-Face Attendance has been consistent with approximately 115 students on campus each operating day with no significant changes moving into 4th quarter.**
* Principal Gunner provided an update on “in person” student attendance numbers. On average just over 100 students are attending F2F each day. Surveillance testing begins tomorrow and will occur weekly on Thursdays at Peyton Forest. 23 Staff members and 44 students are currently scheduled to be tested. Mrs. Gunner confirmed that she verified with the physician yesterday and results will be provided within 15 minutes of testing. This will help identify persons that require quarantining even if they are unaware of the current status, thus protecting the individuals they may come in contact with. Limiting exposure is another level that will help keep the school safe.
* PreK-2 grade return day was Monday January 25th, 2021. Monday 63 students attended in person and Tuesday 75 students returned. 120 students are anticipated, and the school continued to provide the hybrid model with parent choice of virtual or F2F class.
* Each classroom has an average of 4-6 students which allows adherence to 6 feet separation of individual desks as required to meet CDC Guidelines.
* The concern for overly crowed buses has proved unfounded and the low numbers on buses reduced exposure to the students.
* As of now, students are adhering to mask requirements and soap, sanitizer and disinfectant is available in every bathroom and classroom.
* The return to school has been relatively smooth and the additional 3rd-5th grade students should be seamless since we are hammering out the kinks with daily teacher input.
* The school is deep cleaned on Wednesdays and fogged to maintain a safe and sanitized environment.
* The Intervention Plan tutoring program was a success. Students in need of F2F support was provided on campus classes on Tuesdays and Thursdays.
* We have received an additional $27,000 due to leveling. Used this funding for PPE equipment, individual student plexus-glass dividers, disposable masks, and materials for recess. Will need to purchase more Chromebooks as many of them have been distributed to families.
* Reopening plans for January: Students will remain in the classroom for the duration of the day, outside of recess and PE. Students will eat in classrooms and each classroom will receive their own set of playground/recess materials to use.
* Staff Updates: Vacancy in First Grade Position, currently open.
* Attendance Updates: 45-50 students are absent each day with 20 of these students consistently being absent. The other group varies day to day.

1. **Public Comment:**
   * **Public Comment Format: Parents will sign-up for a speaking slot through Sign-up Genius (online platform) and will be granted 4 minutes to speak during the meeting.**
   * **Sign up Genius will be accessed on the Peyton Forest Website and available for the Comment Eligible Meetings.**
     1. No Public Comment sign ups were present at start of March GO Team Meeting
     2. April GO Team is open for public comment
        1. **Time Slots**

**3:20pm –** No sign up

**3:24pm–** No sign up

1. **Community Announcements** Additional Announcements for All Community Members, Not GO Team Specific
   * **The Week after Spring Break will be Virtual for all APS students to minimize outbreaks after our families enjoy travel inside and outside of the country.**
   * **Surveillance testing is open to the entire community free of charge at Dougless High School. Not limited to APS Students and Staff.**
2. **Adjournment**

Motion made by: Donovan Davis; Seconded by: Lynairi Alston

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

**ADJOURNED AT** 2:44 PM

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**Minutes Taken By:** Ivette Redfield

**Position:** Secretary

**Date Approved:**