

# Meeting Minutes

[Peyton Forest ES]  
 Date: [11/12/2018]  
 Time: [3:00 p.m.]  
 Location: [Conference Room]

- I. Call to order: [3:20 p.m.]
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Cynthia Gunner	Absent
Parent/Guardian	Curtis Wright	Present
Parent/Guardian	Bonita Ross	Absent
Parent/Guardian		
Instructional Staff	Battaliah Doster	Present
Instructional Staff	Jessica Welch	Present
Instructional Staff	Dana Arnold	Present
Instructional Staff	Elaine Nevers-Williams	Present
Instructional Staff	Larissa Barker	Absent
Community Member		
Community Member		
Swing Seat		
Student (High Schools)		

Guests Present: Ms. Gibson

Quorum Established: [Yes]

III. Action Items *(add items as needed)*

- a. **Approval of Agenda:** Motion made by: [Curtis Wright]; Seconded by: [Jessica Welch]  
 Members Approving:  
 Members Opposing:  
 Members Abstaining:  
**Motion [Passes/Fails]**
- b. **Approval of Previous Minutes:** *List amendments to the minutes:*  
 Motion made by: [Elaine Nevers Williams]; Seconded by: [Battaliah Doster]  
 Members Approving: all  
 Members Opposing: none

# Meeting Minutes

Members Abstaining: none

**Motion** [Passes/Fails]

c. **Action Item 1:** ]

Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

**Motion** [Passes/Fails]

d. **Action Item 2:** [Add description and any discussion of Action Item]

Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

**Motion** [Passes/Fails]

**IV. Discussion Items** (*Review of data on the APS Insights site*)

- a. **Discussion Item 1:** The team reviewed the school's data on the APS Insights website. We compared one of our neighboring Cluster Schools, Miles Elementary School, data to ours. Our 3 yr. average CCRPI is 60.4 compared to 63.6. However, the team noted that our scores have increased by 10 points from 2016 to 2017 and 10 points from 2017 to 2018. English and Math proficiency has increased steadily since 2016. Over the past three years, 59% of students at Peyton had typical or high growth in Math. Mr. Wright noted that our SWD population has not demonstrated growth since 2016. He suggested that the special education team focus on informational texts and building fluency which in turn assists with increasing their lexile.

- b. **Discussion Item 2:** [Add description of discussion item and brief summary of the discussion]

**V. Information Items** (*add items as needed*)

- a. **Principal's Report** [Add brief summary of the report and any resulting discussion]  
b. **Information Item 2** [Add brief summary of the item and any resulting discussion]

**VI. Announcements** Next Go Team Meeting, 12/12/18 at 3:00 p.m.

**VII. Adjournment**

Motion made by: [Curtis Wright]; Seconded by: [Jessica Welch]

Members Approving: all

Members Opposing: none

Members Abstaining: none

**Motion** [Passes/Fails]

**ADJOURNED AT** [4:00 p.m.]

# Meeting Minutes

---

**Minutes Taken By:** [Dana Arnold]

**Position:** [Secretary]

**Date Approved:** [Insert Date the Minutes are **APPROVED** by the GO Team]