**Peyton Forest Elemrntary School**

**Date: [12/18/19]**

**Time: [3:00 p.m.]**

**Location: [Peyton Forest ES – Conference Room]**

1. **Call to order**
2. **Roll Call; Establish Quorum**
3. **Action Items** 
   1. **Approval of Agenda:**
   2. **Approval of Previous Minutes:**
   3. **Action Item 1:** *None*
   4. **Action Item 2:** *None*
4. **Discussion Items** 
   1. **Discussion Item 1**: 3rd Benchmark Assessment
   2. **Discussion Item 2**:
5. **Information Items** *None*
   1. **Principal’s Report**
   2. **Information Item** *None*
6. **Announcements**
7. **Public Comment** *(if applicable)*
8. **Adjournment**