**Peyton Forest ES**

**Meeting Summary**

**Date: 12/18/2019**

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

**Location: Conference Room**

1. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Cynthia Gunner** | **Absent** |
| **Parent/Guardian** | **Benita Ross** | **Present** |
| **Parent/Guardian** |  |  |
| **Parent/Guardian** |  |  |
| **Instructional Staff** | **Jesicca Welch** | **Present** |
| **Instructional Staff** | **Dana Arnold** | **Present** |
| **Instructional Staff** | **Battalliah Doster** | **Present** |
| **Instructional Staff** | **Nancy Aragbaye** | **Absent** |
| **Instructional Staff** | **Curtis Wright** | **Present** |
| **Community Member** | **Terry Williams** | **Absent** |
| **Community Member** |  |  |
| **Swing Seat** | **Courtney Smith** | **Absent** |
| **Student** *(High Schools)* | **N/A** |  |

1. **Action Items** *(add items as needed)*
   1. **Approval of Agenda:** **Motion** [Passes/Fails]
   2. **Fill Vacant Positions** *(copy and complete table for each vacant position)*

|  |  |
| --- | --- |
| **Vacant Position:** | **Parent & Community** |
| **Appointee’s Name:** |  |

* 1. **Fill Open:**

|  |  |
| --- | --- |
| **Open Position:** |  |
| **Appointee’s Name:** |  |

* 1. **Fill Open:**

|  |  |
| --- | --- |
| **Open Position:** |  |
| **Appointee’s Name:** |  |

* 1. **Approval of Previous Minutes** [Passes/Fails]
  2. **Election of Officers** 
     1. **Chair: Result:** [Insert Name of Member Elected as Chair]
     2. **Vice Chair: Result:** [Insert Name of Member Elected as Vice-Chair]
     3. **Secretary: Result:** [Insert Name of Member Elected as Secretary]
     4. **Cluster Representative: Result:** [Insert Name of Member Elected as Cluster Representative]
  3. *For High Schools:* **Appoint Student Representative**

**Student Representative:** [Insert Name of Student Representative]

* 1. **Approval of Public Comment Format:** **Motion**
  2. **The team agreed to a maximum of 20 minutes for public comment,**
  3. **allotting 2 minutes per person for September, October, November, and December GO Team meetings (pass/fail).**
  4. **GO Team Meeting Calendar** *(GO Teams are required to have a minimum of 6 meetings, with at least 4 allowing for Public Comment)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **Date** | **Time** | **Location** | **Public Comment Permitted? (Yes/No)** |
| **1** | **9/11/19** | **3:00 p.m.** | **Peyton Forest ES** | **Yes** |
| **2** | **10/16/19** | **3:00 p.m.** | **Peyton Forest ES** | **Yes** |
| **3** | **11/20/19** | **3:00 p.m.** | **Peyton Forest ES** | **Yes** |
| **4** | **12/18/19** | **3:00 p.m.** | **Peyton Forest ES** | **Yes** |
| **5** | **1/29/20** | **3:00 p.m.** | **Peyton Forest ES** | **No** |
| **6** | **3/18/20** | **3:00 p.m.** | **Peyton Forest ES** | **No** |
| **7** |  |  |  |  |
| **8** |  |  |  |  |

* 1. **Adopt GO Team Norms Motion** [Passes]

1. **Adjournment: Motion** [Passes]
2. **Discussion Item 1**:

3rd Grade Benchmarks

* School: 40%
* Region: 44%
* District: 42

1. **Discussion Item 2**:

* Saturday School for grades 3 - 5 target students within 120 points of proficient and developing (90 students will participate)