

Initial Budget Meeting Minutes

J.W. Dobbs Elementary

Date: February 19, 2020

Time: 3:45 p.m.

Location: Media Center

- I. **Call to order:** The meeting was called to order at 3:59 p.m. by Mr. Dawson
- II. **Roll Call**

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Tiffany Ragin	Present
Parent/Guardian	Nicole Floyd	Present
Parent/Guardian	Juanita Jones	Present
Parent/Guardian	Sharon York	Absent
Instructional Staff	Sonja Jordan	Absent
Instructional Staff	Kristall Manns	Present
Instructional Staff	Chiquita Puckett	Present
Community Member	Bailey Dawson	Present
Community Member	Joey Maxwell	Absent
Swing Seat	Kenetta Cook	Absent

Guests Present: [Chaundra Gipson](#)

Quorum Established: [Yes](#)

III. Action Items

a. **Approval of Agenda:** Motion made by: [Ms. Jones](#); Seconded by: [Ms. Manns](#)

[Members Approving:](#) 5

[Members Opposing:](#) 0

[Members Abstaining:](#) 0

Motion Passes

b. **Approval of Previous Minutes:** *List amendments to the minutes:*

Motion made by: [Ms. Puckett](#); Seconded by: [Ms. Floyd](#)

[Members Approving:](#) 5

[Members Opposing:](#) 0

[Members Abstaining:](#) 0

Motion Passes

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c. **Fill Open Community Member Seat**

Motion was made by Ms. Puckett that we table filling the open community member seat until we receive confirmation that our partner from Delta is still available to fill the position. Seconded by Ms. Jones

- d. **Strategic Plan Review and Update:** Ms. Ragin gave an update on the strategic plan. The necessary updates were made per our last meeting discussion concerning priority 1 and 4. Under priority one, 1H and 1I were added concerning use of I-Ready, TutorMate, and teacher tutors. In addition priority four was updated by adding 4E- emphasis on building teacher capacity. Revisions were approved.

Motion made by: [Ms. Floyd](#) ; Seconded by: [Ms. Jones](#)

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

Motion Passes

- e. **Ranking of Strategic Plan Priorities:** Ms. Ragin presented the suggested top two priorities for next school term and gave a rationale. Members discussed the rankings and members agreed that priority should be given to #1- Improve student mastery of core content knowledge and #4- Build teacher capacity in core content areas, particularly reading, math, and science.

Motion made by: [Ms. Floyd](#); Seconded by: [Ms. Jones](#)

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

Motion Passes

IV. Discussion Items

- a. **Budget Allocation & Development Presentation:** Ms. Ragin presented a PowerPoint presentation on the suggested SY' 2020-2021 budget. It was presented and discussed that special considerations in the allocations were given to strategic priorities #1 and #4 of improving student mastery and building teacher capacity. There is a SMART goal for each instructional personnel to increase the proficient and distinguished score on the GMAS by 5% in the areas of ELA, Math, and Science. For priority #4 money has been set aside for professional development opportunities to build teacher capacity. Our project enrollment is 424 students, giving us an allocation of \$5,138,072. Our current enrollment is 464 students. There is an extra \$160,000. Mr. Dawson looked at the data presentation from last meeting and asked about the focus on beginning and

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developing students. Ms. Ragin said that the goal is hopefully with the goal to increase the Proficient and Distinguish, along with building teacher capacity that will lower the percentages in Beginning and Developing.

Grade	Current Enrollment	Projected Enrollment	Current Teacher Allotment	Projected Teacher Allotment
Pre-K	21		1	
K	65	66	3	
1st	59	68	3	
2nd	75	56	4	
3rd	75	82	4	
4th	69	75	4	
5th	85	77	5	

Ms. Ragin will be taking the budget to her supervisor, Dr. Battle, on March 13th. The Dobbs GO Team will have another budget feedback meeting on March 10th.

V. Information Items

a. Principal’s Report

Principal Ragin discussed that we have been focusing on building teacher’s capacity. Teachers have been tracking data that will allow coaches and administrators to give month-to-month feedback. In addition, select teachers have had opportunities to visit other successful schools to observe best practices. Aspiring leaders have been given opportunities to shadow the principal and assistant principal, as well as some have gone on walk-throughs of other schools with our area superintendent, Dr. Battle and her team of instructional leaders. We will have a Black History presentation on Feb. 28th at 9 a.m. for the entire school. There are several field trips coming up for various grade levels to sites across Atlanta such as the CNN center and Fernbank. This week has been Random Acts of Kindness Week were various supporting staff members have given homeroom teachers 10 min breaks and disinfected classroom doors.

b. GO Team binders-

Ms. Puckett distributed GO Team binders, personalized cover sheets, and tabs for members to organize their meeting materials. Ms. Gipson also brought GO Team handbooks as requested by Ms. Puckett for each member.

c. GO Team Member Responsibilities

Mr. Dawson reemphasized GO Team member responsibilities.

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d. Budget Training

Ms. Puckett will resend the link for each member to take the budget training which consistent of a brief video and quiz.

VI. Public Comments- n/a

VII. Announcements – There will be upcoming officer training and new member orientation by Ms. Gipson date TBD. Declarations for GO Team positions will be open until Feb. 28th if a member has any suggested candidates please inform Ms. Ragin or Ms. Puckett. Ms. Floyd commented that she was really appreciative for being recommend to be apart of the GO Team. That there is a lot of important information that we decide for our school. She knows that if more parents really understood what we were discussing she knew of other parents that would want to be involved.

VIII. Adjournment

Motion made by: [Ms Floyd](#); Seconded by: [Ms. Manns](#)

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

Motion [Passes](#)

ADJOURNED AT 4:51 p.m.

Minutes Taken By: [Chiquita Puckett](#)

Position: [Secretary](#)

Date Approved: