

Meeting Minutes

William Finch Elementary

Date: August 15, 2019

Time: 3:30-4:26PM

Location: Front Office Conference Room

- I. Call to order: [3:30 p.m.]
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Forrestella Taylor	Present
Parent/Guardian	Melinda Malone	Present
Parent/Guardian	Kimberly Lockett	Present
Parent/Guardian		
Instructional Staff	Karmishala Bentley-Cuyler	Present
Instructional Staff	Shaun German-Tucker	Present
Instructional Staff	Nartasha Smith	Present
Community Member	Larry Banks	Present
Community Member	Vacant	
Swing Seat	Vacant	
Student (High Schools)	Not Applicable	

Quorum Established: Yes

III. Action Items

- a. **Approval of Agenda:** Motion made by: [Bentley-Cuyler]; Seconded by: [Larry Banks]

Members Approving: Shaun German-Tucker, Kimberly Lockett, Melinda Malone and Nartasha Smith

Members Opposing:

Members Abstaining:

Motion [Passes]

Fill Vacant Positions

Vacant Position:	[Parent, Staff, Community, Swing]
Nominee's Name:	
GO Team Members In favor	

Meeting Minutes

GO Team Members Opposed	
GO Team Members Abstaining	

b. **Fill Open Community Member Seat:**

Open Position:	Community Member
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

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

Motion made by: [Bentley- Cuyler]; Seconded by: [German-Tucker]

Members Approving: Melinda Malone, Nartasha Smith, Larry Banks, Kimberly Lockett

Members Opposing:

Members Abstaining:

Motion [Passes]

f. **Election of Officers**

i. **Chair: Result:** Karmishala Bentley-Cuyler

Officer Position:	Chair
Nominee's Name:	Karmishala Bentley-Cuyler
GO Team Members In favor	6
GO Team Members Opposed	0
GO Team Members Abstaining	0

ii. **Vice Chair: Result:** Kimberly Lockett

Officer Position:	Vice Chair
Nominee's Name:	Kimberly Lockett
GO Team Members	6

In favor	
GO Team Members	0
Opposed	
GO Team Members	0
Abstaining	

iii. Secretary: Result: Nartasha Smith

Officer Position:	Secretary
Nominee's Name:	Nartasha Smith
GO Team Members	6
In favor	
GO Team Members	0
Opposed	
GO Team Members	0
Abstaining	

iv. Cluster Representative: Result: Shaun German-Tucker

Officer Position:	Cluster-Representative
Nominee's Name:	Shaun German-Tucker
GO Team Members	6
In favor	
GO Team Members	0
Opposed	
GO Team Members	0
Abstaining	

g. Review and Approve Public Comment Format [

Finch's Public Comment Format

Opportunities for public comment are available for Finch Elementary School GO TEAM to hear from members of the community.

1. Stakeholders wishing to provide comment during GO TEAM meetings should arrive at the Finch Elementary Media Center at least ten (10) minutes before the meeting begins, and sign in. Stakeholders' comments will be heard in the order in which individuals signed in.
2. Twenty (20) minutes of time during the GO TEAM meeting will be offered to the public to make comments. Each individual is asked to please plan to speak no more than two (2) minutes.

Meeting Minutes

3. GO TEAM members will not provide response or engage in direct conversation during meetings. Motion to adopt made by: [Bentley-Cuyler]; Seconded by: [Larry Banks]
Members Approving: Melinda Malone, Nartasha Smith, Shaun German-Tucker, Kimberly Lockett
Members Opposing:
Members Abstaining:
Motion [Passes]

For High Schools: Appoint Student Representative
Student Representative: Not Applicable

h. Set GO Team Meeting Calendar

	Date	Time	Location	Public Comment (Yes/No)
1	August 15, 2019	3:30PM	Front Office Conference Room	No
2	October 17, 2019	3:30PM	Front Office Conference Room	Yes
3	November 21, 2019	3:30 PM	Front Office Conference Room	Yes
4	January 23, 2020	3:30 PM	Front Office Conference Room	Yes
5	March 12, 2020	3:30 PM	Front Office Conference Room	No
6	May 14, 2020	3:30 PM	Front Office Conference Room	Yes
7				
8				

- i. **Review and Adopt GO Team Norms** [Insert or attach approved Public Comment Format] Motion made by: [Bentley-Cuyler]; Seconded by: [Larry Banks]
Members Approving: Melinda Malone, Nartasha Smith, Shaun German-Tucker, Kimberly Lockett
Members Opposing:
Members Abstaining:
Motion [Passes/Fails]

IV. Discussion Items

- a. **Discussion Item 1: 2019 Georgia Milestone Data**

Principal Taylor opened the discussion of the 2019 School Year GMAS data. She voiced her concern of retaking the test without adequate remediation before the end of the regular school year. After administering the assessment to student in summer school, it was discovered that 2 students actually moved up to the developing level. Next year the hope is to be able to remediate before the end of the school year and summer school. The team looked at data over a period of 5 years. We found that overall we have increased in achievement, however there is still work to do. Principal Taylor noted that last school year, writing and small group instruction was emphasized from January- May. Additionally, we had dramatic shifts in our personnel for grades 3-5 over the course of the school year. This may have added in the reason for having about half the kids who took the assessment in 2019 performing at the beginning level. It is hopeful that the 2020 Georgia Milestone Data will better because of the present stronger personnel. Principal Taylor also noted that the data did not reflect students who enrolled during the testing administration.

b. **Discussion Item 2: Strategic Planning**

According to Principal Taylor the plan to help ensure students achievement is basically the same as 2019 but start earlier. Writing will be emphasized. Additionally, more small groups and strong professional development will be implemented.

V. Information Items

a. **Upcoming events :**

Principal Taylor passed out the 2019-2020 School Year Calendar of Events. It was communicated that teachers will be assessing students using the Fountas and Pinnell tool. Additionally, students will be given STAR and benchmarks throughout the school year. It was also communicated that the first Carver Cluster Community Meeting for the year will be April 22, 2019 at 6:00PM at Carver High School.

b. **NEW-Finch Elementary App**

Principal Taylor stressed to the GO Team to download the Finch App to stay abreast of activities and receive important messages from the school. The App will be used rather than Robo Calls.

VI. Announcements

None

VII. Adjournment

Motion made by: [\[Nartasha Smith\]](#); Seconded by: [\[Larry Banks\]](#)

Members Approving: Melinda Malone, Nartasha Smith, Shaun German-Tucker, Kimberly Lockett

Meeting Minutes

Members Opposing:

Members Abstaining:

Motion [Passes]

ADJOURNED AT 4:26 PM

Minutes Taken By: Shaun German-Tucker

Position: Interim Secretary

Date Approved: [October 17, 2019]