

Meeting Minutes

William M. Finch Elementary School

Date: 8/25/2022

Time: 3:30 PM

Location: Zoom Meeting

- I. Call to order: 3:30 PM
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Dr. Tara Cotton	Present
Parent/Guardian	Melinda Malone	Present
Parent/Guardian	Ms. Ieisha Freeman	Absent
Parent/Guardian	Ms. Terrion Moody	Present
Instructional Staff	Mrs. Smith -Willis	Present
Instructional Staff	Dr. Delleni Guest	Present
Instructional Staff	Ms. Erin Gore	Present
Community Member	Ms. Terra Washington	Absent
Community Member		
Swing Seat	Mrs. Wanda Washington	Present
Student (High Schools)		

Quorum Established: Yes

III. Action Items: No additional items were needed

- a. **Approval of Agenda:** Motion made by: [Mrs. Wanda Washington]; Seconded by: Dr. Delleni Guest
Members Approving: Ms. Melinda Malone, Ms. Terrion Moody, Mrs. Nartasha Smith-Willis, and Ms. Erin Gore
Members Opposing: 0
Members Abstaining: 0
Motion Passes
- b. **Approval of Previous Minutes:** List amendments to the minutes: None
 Motion made by: Mrs. Nartasha. Smith-Willis; Seconded by: Dr. Delleni. Guest
Members Approving: Ms. Melinda Malone, Ms. Terrion Moody, Ms. Erin Gore, and Mrs. Wanda Washington
Members Opposing: 0
Members Abstaining: 0
Motion Passes

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c. **Fill Vacant Positions** *(copy and complete table for each vacant position)*

Vacant Position:	Staff (Instructional Seat)
Nominee's Name:	Ms. Erin Gore
GO Team Members In favor	Ms. Melinda Malone, Ms. Terrion Moody, Dr. Delleni Guest, Mrs. Wanda Washington, and Mrs. Nartasha Smith-Willis
GO Team Members Opposed	0
GO Team Members Abstaining	0

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

Open Position:	Community Member
Nominee's Name:	(Revisit in next Go Team Meeting)
GO Team Members In favor	N/A
GO Team Members Opposed	
GO Team Members Abstaining	

e. **Election of Officers** *(copy and complete table for each nominee for each position – list winners where indicated)*

i. **Chair: Result:** Mrs. Nartasha Smith-Willis

Officer Position:	Chair
Nominee's Name:	Mrs. Nartasha Smith-Willis
GO Team Members In favor	Mrs. Wanda Washington, Ms. Erin Gore, Ms. Terrion Moody, Dr. Delleni Guest, and Ms. Melinda Malone
GO Team Members Opposed	0
GO Team Members Abstaining	0

ii. **Vice Chair: Result:** Mrs. Wanda Washington

Officer Position:	Vice Chair
Nominee's Name:	Mrs. Wanda Washington

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GO Team Members In favor	Ms. Erin Gore, Ms. Terrion Moody, Ms. Melinda Malone, Mrs. Nartasha Smith-Willis, and Dr. Delleni Guest
GO Team Members Opposed	0
GO Team Members Abstaining	0

iii. **Secretary: Result:** [Ms. Melinda Malone](#)

Officer Position:	Secretary
Nominee's Name:	Ms. Melinda Malone
GO Team Members In favor	Ms. Erin Gore, Dr. Delleni Guest, Ms. Wanda Washington, Ms. Terrion Moody, and Mrs. Nartasha Smith-Willis
GO Team Members Opposed	0
GO Team Members Abstaining	0

iv. **Cluster Representative: Result:** [Dr. Delleni Guest](#)

Officer Position:	Cluster-Representative
Nominee's Name:	Dr. Delleni Guest
GO Team Members In favor	Mrs. Wanda Washington, Ms. Melinda Malone, Ms. Terrion Moody, Ms. Erin Gore, and Mrs. Nartasha Smith-Willis
GO Team Members Opposed	0
GO Team Members Abstaining	0

- f. **For High Schools: Appoint Student Representative**
Student Representative: [N/A](#)
- g. **Set GO Team Meeting Calendar** (*GO Teams are required to have a minimum of 6 meetings, with at least 4 allowing for Public Comment*)

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	Date	Time	Location	Public Comment (Yes/No)
1	9/22/2022	3:30	Zoom Meeting	No
2	10/27/2022	3:30	Zoom Meeting	No
3	12/01/2022	3:30	Zoom Meeting	Yes
4	01/ 26/2023	3:30	Zoom Meeting	No
5	02/09/2023	3:30	Zoom Meeting	Yes
6	03/02/2023	3:30	Zoom Meeting	Yes
7	05/11/2023	3:30	Zoom Meeting	Yes
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Review and Approve Public Comment Format

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

1. If the meeting is held virtually, stakeholders wishing to provide comment during GO TEAM meetings should join the link at least 10 minutes before the meeting begins and sign in.
2. If the meeting is held face to face, 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.
3. Twenty (20) minutes of time during the GO TEAM meeting will be offered to the public to make comments. Everyone is asked to please plan to speak no more than two (2) minutes.

GO TEAM members will not provide response or engage in direct conversation during meetings.

Motion to adopt made by: [Mrs. Wanda Washington](#)]; Seconded by: [Dr. Delleni Guest](#)

Members Approving: Mrs. Nartasha Smith-Willis, Ms. Melinda Malone, Ms. Terrion Moody, and Ms. Erin Gore

Members Opposing: 0

Members Abstaining: 0

Motion Passes

Review and Adopt GO Team Norms

This is a meeting of the GO Team. Only members of the team may participate in the discussion. Any members of the public present are here to quietly observe.

- We will be fully present.
- We will follow the agenda as noticed to the public and stay on task.
- We will be respectful of each other at all times.
- We will be open-minded.
- We invite and welcome contributions of every member and listen to each other.
- We will respect all ideas and assume good intentions.
- We will approach differences of opinion with curiosity.

Motion made by: [Mrs. Nartasha Smith-Willis](#); Seconded by: [Ms. Melinda Malone](#)

Members Approving: Mrs. Wanda Washington, Dr. Delleni Guest, Ms. Terrion Moody, and Ms. Erin Gore

Members Opposing: 0

Members Abstaining: 0

Motion Passes

IV. Information Items

a. Principal's Report –

- Principal Dr. Cotton shared highlights of the school year thus far (i.e. Instruction taking place in the classroom, incentives and rewards for excellent behavior, morning meetings, and the celebration of attendance and SOAR expectations.
- Enrollment: Dr. Cotton discussed with the team our current enrollment is 298, which is an increase of 19 students from our projected enrollment. Since we have additional students, we will be able to gain money. We will receive \$156,256 for 19 new students. Our admin team suggested that we hire new personnel to help with the increase of our enrollment, however, Dr. Cotton stated that she is open to other recommendations as well. Any member of the GO TEAM could contact her within the next week to share any recommendations.

b. Assessment Overview

Principal Dr. Cotton reviewed the Strategic Plan. She shared our District and School Strategic Priorities and our School Strategies. Additionally, she shared our school's SMART Goals (i.e., Increase the % of grades 3-5 students scoring proficient or above in Reading from 19% to 25%, increase the % of grades 3-5 students scoring proficient or above in Math from 14% to 20%, and to increase the CCRPI Student Attendance Rate from 76.86 to 82.

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Additionally, Dr. Cotton shared our GMAS data for all student groups. Dr. Cotton assured the team that there are systems in place to move our students in the right direction so that they are successful. Teachers and students are getting supported to promote the increase of our student achievement.

She shared our CCRPI Attendance. In FY 19 we were at 76.86%, but we dropped in FY22 to 57.4%. Dr. Cotton stated to the team that there are plans in place to help boost Student Attendance through PBIS incentives. Our goal for this year is to reach at least 75%.

c. **STEM**

Dr. Cotton shared with the team that our cluster has adopted STEM. The program for Finch Elementary is expected to be push out by end of school year.

V. Announcements

Carver Cluster Meetings and dates, Go Team Mandatory Orientation Training, and our next GO TEAM Meeting 9/22/22.

VI. Adjournment

Motion made by: [Mrs. Wanda Washington](#); Seconded by: [Mrs. Nartasha Smith-Willis](#)
Members Approving: Ms. Melinda Malone, Ms. Terrion Moody, Dr. Delleni Guest, and Ms. Erin Gore

Members Opposing: 0

Members Abstaining: 0

Motion Passes

ADJOURNED AT 4:34

Minutes Taken By: [Mrs. Wanda Washington](#)

Position: [Go Team Vice Chair](#)

Date Approved: [September 22, 2022](#)