

Meeting Summary

Finch Elementary

Date: November 15, 2018

Time: 3:30 p.m.-4:00 p.m.

Location: Front Office Conference Room

I. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Mrs. Forrestella Taylor	Present
Parent/Guardian	Jasmina King	Absent
Parent/Guardian	Shamica Crawford	
Parent/Guardian	Kimberly Lockett	Present
Instructional Staff (Chair)	Karmishala Bentley-Cuyler	Present
Instructional Staff (Secretary)	Shaun German-Tucker	Present
Instructional Staff (Cluster Representative)	Lori Standberry	Present
Community Member	Kamaria Finch	Present
Community Member	Larry Banks	Present
Swing Seat	OPEN	
Student (High Schools)		

There are five members present, we have a quorum

II. Action Items (add items as needed)

- a. **Approval of Agenda: Motion Passes**
- b. **Approval of Previous Minutes: Motion Passes**
- c. **Fill Vacant Positions (copy and complete table for each open position)**

Open Position:	[Swing]
Appointee's Name:	

The Swing seat needs to be filled. Ms. Taylor suggested that we fill the Swing seat with a parent. She will speak with a parent who may be available and consult with chair and vice chair.

III. Discussion Items

- a. **Family Engagement Framework-** Ms. Lockett gave the date and time for the PROMISE event which will take place on November 30, 2018 from 3:00-5:00.
- b. **PROMISE Community Collaboration Event-Update-** Ms. Lockett gave an overview of her plans. There will be games and entertainment. She also discussed the menu. Ms. Taylor had concerns about turnout and suggested Ms. Lockett think of ways we can entice students and their parents to attend. Ms. Stanberry suggested allowing the dance team to perform and to acknowledge the soccer team. Ms. Lockett will meet with Ms. Wise and Dr. Givens to further discuss the event.

IV. Information Items

- a. **2018 College & Career Readiness Performance Index (CCRPI) Score**
Ms. Taylor explained in detail how Finch achieved its current and previous CCRPI Scores. After reviewing the scores and the areas in which we were graded, the team realized what content areas needed improvement. The focus this year will be on proficiency and growth. Student attendance is another concern. Ms. Taylor went over the procedures and protocol of how the school handles students who have numerous absences.

V. Announcements

- a. **Thanksgiving Recess (November 19-23)**
- b. **Next meeting- January 31, 2018 at 3:30**

VI. Adjournment

Ms. Bentley-Cuyler gave a motion to end the meeting at 4:45 p.m. and Ms. Stanberry second.