

# Meeting Minutes

**Finch Elementary**

**Date: 1/26/2023**

**Time: 3:30 PM**

**Location: Zoom**

- I. Call to order: 3:42 PM
- II. Roll Call

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

Guests Present: None

Quorum Established: Yes

**III. Action Items (add items as needed)**

- a. **Approval of Agenda:** Motion made by: **Mrs. Wanda Washington** Seconded by: **Mrs. Seggee Davis**  
**Members Approving:** Ms. Terrion Moody, Ms. Erin Gore, Mr. Terry Washington, and Mrs. Smith- Willis  
**Members Opposing:** 0  
**Members Abstaining:** 0  
**Motion Passes/Fail:** Passes
- b. **Approval of Previous Minutes:** List amendments to the minutes:  
 Motion made by: **Ms. Erin Gore** Seconded by: **Mr. Terry Lee**  
**Members Approving:** Mrs. Wanda Washington, Mrs. Seggee Davis, Ms. Terrion Moody, and Mrs. Smith-Willis  
**Members Opposing:** 0

Members Abstaining: 0

**Motion Passes**

- c. **Action Item 1:** Approval of Agenda- the agenda was approved today for discussion. A motion was made by Mrs. Washington to approve the agenda. The agenda was seconded by S. Davis.

Motion made by: Mrs. Washington Seconded by: S. Davis

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

**Motion Passes/Fail:** Passes

- d. **Action Item 2:** [Approval of Previous Minutes: 12/1/2022- previous minutes were available for review. The previous minutes were approved by the Go Team.

Motion made by: Ms. Erin Gore Seconded by: Mr. Terry Lee

Members Approving: Ms. Wanda Washington, Mrs. Seggee Davis, Ms. Terrion Moody, and Mrs. Nartasha Smith-Willis

Members Opposing: 0

Members Abstaining: 0

**Motion Passes/ Fail:** Passes

**Action Item 3:** Fill Officer Seat of Cluster Representative- The principal made the nomination for Ms. Erin Gore to fill the officer seat of the Cluster Representative

**Motion made by:** Mrs. Wanda Washington Seconded by: Mr. Terry Lee

**Members Approving:** Mrs. Seggee Davis, Ms. Terrion Moody, Ms. Erin Gore, and Mrs. Smith-Willis

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion Passes/Fail:** Passes

- e. **Action Item 4:** Review and Approval of the Strategic Plan

Dr. Cotton shared the updated Strategic Plan and stated that the SMART Goals remain the same until 2025 and our CCRPI Attendance goal is 82%. Additionally, we included STEAM/STEM in the plan.

Motion made by: Ms. Erin Gore Seconded by: Mrs. Wanda Washington

Members Approving: Ms. Terrion Moody, Mrs. Seggee, Mr. Terry Lee, and Mrs. Nartasha Smith-Willis

**Motion Passes/Fail:** Passes

#### IV. Discussion Items

- a. **A.C.E.S Review-** Our principal, Dr. Cotton-Spencer received the A.C.E.S Reward for exiting the failing school list. Dr. Cotton-Spencer shared a quick review of A.C.E.S and what was shared with the extended cabinet. She mentioned the need to develop a vision for STEM/STEAM for our school. She shared our recent data

points for attendance, behavior, NWEA MAP, and our reading fluency. Additionally, she shared that we have been challenging students to read books and take AR quizzes and giving incentives. We are also incentivizing attendance. Dr. Cotton-Spencer stated that we need other resources to help our students come to school daily.

b. **Review Budget Upcoming Meetings-**

Dr. Spencer discussed where we are in the Budget Development Process. We are currently at step 3, which is the GO Team Initial Budget Session: Allocation. Our next dates regarding the budget are as follows: February 9, 2023 and budget approved by March 17, 2023.

c. **Initial Budget Presentation (Review of SSF and Allocation of other Funds)**

Dr. Spencer shared the vision for the Allocation of Funds for the 2023-2024SY. Items discussed were the Signature Programming (STEAM/STEM), CIP Strategy, Attendance, Whole Child and Student Support, and Highest Priority Needs for our school. She shared our projected enrollment for the 2023-2024SY (335) and that our enrollment has increased by 56 students. Our proposed budget for next school year will be \$6,088,731. Dr. Cotton-Spencer shared the different weights based on SSF. She also discussed that since we came off the failing schools list, we still get some money but not as much. Last year we received about 700,000 for being a turnaround school. During the 2023-2024 SY, we will receive \$343,673. She also stated the 3-year stipend given with the CARES Fund will end this school year. We have been allocated \$172,456 from the CARES Fund for the 2023-2024 school year.

**V. Announcements**

GO TEAM Budget Training deadline before February 9, 2023, Next Meeting: February 9, 2023, Winter Break Recess- February 21-24 ( Staff), Winter Break Recess- February 20-24 ( No School for Students)

**VI. Adjournment**

Motion made by: [Ms. E. Gore](#) Seconded by: [Mrs. Wanda Washington](#)

**Members Approving:** Mr. Terry Lee, Ms. Terrion Moody, Mrs. Seggee Davis, and Mrs. Smith-Willis

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion Passes**

**ADJOURNED AT 4:28 PM**

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# Meeting Minutes

**Minutes Taken By:** Mrs. Wanda Washington

**Position:** Co- Chair Go Team Member (Acting Secretary for this meeting)

**Date Approved:**