

## Finch Elementary School

Date: 1/23/2020

Time: 3:00PM

Location: Principal's Conference Room

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

Role	Name (or Vacant)	Present or Absent
Principal	Forrestella Taylor	Present
Parent/Guardian	Melinda Malone	Present
Parent/Guardian	Maya Johnson	Present
Parent/Guardian	Kimberly Lockett	Present
Instructional Staff	Shaun German-Tucker	Present
Instructional Staff	Karmishala Bentley-Cuyler	Present
Instructional Staff	Nartasha Smith	Present
Community Member	Larry Banks	Present
Community Member	Michael Bracey	Present
Swing Seat	Wanda Washington	Present
Student (High Schools)		

Guests Present: None

Quorum Established: Yes

### 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.

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

### III. Action Items

- a. **Approval of Agenda:** Motion made by: [Melinda Malone](#); Seconded by: [Larry Banks](#)  
**Members Approving:** Karmishala Bentley-Cuyler, Kimberly Lockett, Shaun German-Tucker, Nartasha Smith, Michael Bracey, Maya Johnson, and Wanda Washington  
**Members Opposing:** 0  
**Members Abstaining:** 0  
**Motion [Passes/Fails] Passes**
- b. **Approval of Previous Minutes:** *List amendments to the minutes: Change attendance for Melinda Malone.*  
Motion made by: [Shaun German-Tucker](#); Seconded by: [Larry Banks](#)  
**Members Approving:** Kimberly Lockett, Michael Bracey, Nartasha Smith, Melinda Malone, Wanda Washington, Maya Johnson, Karmishala Bentley-Cuyler  
**Members Opposing:** 0  
**Members Abstaining:** 0  
**Motion [Passes/Fails] Passes**
- c. **Action Item 1:** Review and approval of Finch Strategic Plan  
Principal Taylor discussed with the Team the need to update the mission and vision to reflect the current verbiage. She also discussed the performance Measures by indicating that our status moved from Red to Yellow on the following: Increase the percentage of students scoring developing and above on ELA and Math by 20% and Increase Lexile levels of 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> graders. Principal Taylor emphasized how we should aim to update our Performance Measures each year by 3%. We saw typical growth more in math. We were 70% in math and 61% in ELA.

We looked at the Priorities of the Strategic Plan. Of the priorities, the following were emphasized Student Achievement, School Safety, and Family Engagement. Principal Taylor stressed that in Priority 1, the Reading and Math Specialists are now touching all the students not just the bottom 10%. All strategies within School Safety is in the Green! We now have a full time Social Worker that works very closely with the families in maintaining good attendance. Whereas a couple of the strategies under Family Engagement are still in the Red. The school will continue to work to improve the areas in increasing community engagement and establishing core business partnerships. Though our business partnerships have grown, it's been difficult to get many to give of their time.

Motion made by: [\[Karmishala Bentley-Cuyler\]](#); Seconded by: [Larry Banks](#)

**Members Approving:** Kimberly Lockett, Shaun German-Tucker, Melinda Banks, Nartasha Smith, Michael Bracey, Maya Johnson, Wanda Washington

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion [Passes/Fails] Passes**

#### IV. Discussion Items

a. **Discussion Item 1: FY21 Budget Process**

Principal Taylor discussed the purpose and how allocations within the budget must align with the Strategic Plan and its priorities. If not, then the money allocation will be challenged. Principal Taylor stated how much of the money received comes from Federal Revenue. She told the Team that if the enrollment drops, the school loses money. She discussed the General Funds and Signature Funds with the Team. We talked about the actual steps to budgeting. Principal Taylor emphasized that if the budget is not approved once presented by the principal, the budget document would need to be modified.

#### V. Information Items

a. **FY21 Budget-Overview and Discussion of Proposed Draft**

Principal Taylor presented a draft of the budget to the GOTEAM. Sixty-nine percent of the budget would go to instruction which includes staffing. Twelve percent would go into the improvement of instructional services. About 7% of the budget would go to Pupil Services which would include postage, an hourly non-instructional para, Parent Liaison, Turnaround School Social Worker, School Nurse, SST/RTI Specialist, Turnaround Behavior Specialist, and Psychologist. About 7% would go to School Administration. Three percent would be allocated for Maintenance and Operations (which is funded outside the budget for Finch). Two percent would be allocated to Educational Media Services. Last 1% would be allocated for Professional Development and Student Transportation Services.

After noting the \$3,000 allocated for student field trips, Melinda Malone inquired about that amount being increased. Principal Taylor stated no due to the school already receives one CP field trip annually. Teachers would have to solicit funds for additional trips.

After thorough review of the budget, the team would be able to voice any concerns directly to Principal Taylor no later than February 24, 2020.

#### VI. Announcements

a. **Next Meeting- March 12, 2020**

#### VII. Adjournment

Motion made by: [Melinda Malone](#); Seconded by: [Larry Banks](#)

## Meeting Minutes

Members Approving: Karmishala Bentley-Cuyler, Kimberly Lockett, Shaun German-Tucker, Maya Johnson, Wanda Washington, Michael Bracey, Nartasha Smith,

Members Opposing: 0

Members Abstaining: 0

**Motion** [Passes/Fails] Passes

**ADJOURNED AT 4:55 PM**

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**Minutes Taken By:** Nartasha Smith

**Position:** Secretary of GO Team

**Date Approved:** [Insert Date the Minutes are **APPROVED** by the GO Team]