

Meeting Minutes

Finch Elementary School

Date: 11/19/2020

Time: 3:30PM

Location: Zoom

- I. Call to order: 3:36PM
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Mrs. Forrestella Taylor	Present
Parent/Guardian	Ms. Melinda Malone	Present
Parent/Guardian	Ms. Maya Johnson	Present
Parent/Guardian	Mrs. Seggee Davis	Present
Instructional Staff	Mrs. Karmishala Bentley-Cuyler	Present
Instructional Staff	Dr. Delleni Guest	Present
Instructional Staff	Ms. Nartasha Smith	Present
Community Member	Mr. Michael Bracey	Present
Community Member	Mr. C. E. Patten II	Present
Swing Seat	Mrs. Wanda Washington	Present
Student (High Schools)	N/A	

Guests Present: None

Quorum Established: Yes

III. Action Items

- a. **Approval of Agenda:** An Amendment to the Agenda was made. The date for Thanksgiving Break was changed from November 23-27, 2020 to reflect the correct date of November 23- 27, 2020. The Agenda will be updated by Nartasha Smith. Motion made by: Nartasha Smith; Seconded by: Melinda Malone
Members Approving: Mr. C. E. Patten II, Mrs. Wanda Washington, Mrs. Karmishala Bentley-Cuyler, Ms. Maya Johnson, Mr. Michael Bracey, Mrs. Seggee Davis, Dr. Delleni Guest
Members Opposing: 0
Members Abstaining: 0
Motion [Passes/Fails] Passes
- b. **Approval of Previous Minutes:** List amendments to the minutes: No Amendments
 Motion made by: Ms. Melinda Malone; Seconded by: Ms. Maya Johnson

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Members Approving: Mr. C. E. Patten II, Mrs. Wanda Washington, Mrs. Karmishala Bentley-Cuyler, Ms. Nartasha Smith, Mr. Michael Bracey, Mrs. Seggee Davis, Dr. Delleni Guest

Members Opposing: 0

Members Abstaining: 0

Motion [Passes/Fails] Passes

IV. Public Comment

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.

* Due to COVID19 and possible building closure, some meetings may take place on Zoom. Stakeholders wishing to comment should arrive at least 10 minutes before the meeting begins and sign in.*

V. Discussion Items *(add items as needed)*

a. Strategic Plan Priorities:

Principal Taylor discussed the status of each of the performance indicators. She asked for the team to take a close look at the plan to see if something is not needed at this time due to virtual learning and the continuous need for social distance. She asked for the team to bring back their suggestions to our meeting in January.

VI. Information Items *(add items as needed)*

a. Principal's Report

Baseline Data Analysis (STAR and Benchmark #1)

Principal Taylor shared our school's data. She explained that STAR is a diagnostic assessment. It gives projectile data for a student's achievement on the GA Milestone for Reading and Math only. She compared Fall 2019 to the Fall 2020 data. The Fall 2020 data in some grade levels may be distorted due to students taking the assessment at home and possibly getting assistance from parents or adults in the home. However, in grade 3, the data seems to provide a more

accurate picture. Principal Taylor also shared the Benchmark Assessment data. The Benchmark Assessment focuses on the standards that are taught. Based on the Fall Benchmark for 2020, our third through fifth grade results fall below the district in ELA, Math, and Social Studies. However, the science benchmarks fall at the same percentage for third and fifth and falls below the district for fourth grade. Additionally, Principal Taylor shared our averaged daily attendance data. The district's average percentage is 88.0. Our data is slightly below at 87.9% for August to November. Although, our attendance data is up from the Spring which was at 59.9%, we still must ensure that our students are logging in and staying for the duration of the school day. To help enforce attendance, our Social Worker has been working closely with families and has executed stern measures when needed.

Principal Taylor shared our trends (student attendance concern is district wide, instructional observations on homeroom teachers, grade levels using multiple platforms to assess, and technical issues). She also shared our next steps (social worker submit DFCS referrals for attendance issues, increase instructional observations for Turnaround specialist and EIP teachers, create a Google Drive Folder for teachers to submit assessment calendars, and Common Formative Assessment (CFA)/Exit ticket results, Review CFA results during instructional Leadership Meetings, Implement Targeted Intervention Plan and Administer K-2 Fall Benchmark Assessment.

b. **Targeted Intervention Program (TIP)**

Principal Taylor shared with the TEAM the need to have an intervention program for at risk students. She discussed the TIP at Finch. The program will be held at Finch on Tuesdays and Thursdays from 2:30PM- 4:00PM. The program is taught face to face by volunteer staff and the classes have no more than 8 people including the teacher. We have about 121 students that qualify, however only 68 families responded. Additionally, 10 students who fall under MOID or DHH will start in December with an outside staff member who has secured the position. Also, in December, bus transportation will be provided to those families who indicated the need when they signed up. Principal Taylor expressed that COVID guidelines are followed during TIP at the school, however, there was no way to enforce social distancing on the bus.

Mr. Bracey asked about small numbers once school starts and what will be the procedures to keep in place. Principal Taylor discussed that the number for each classroom right now would be about 12 students to safely follow social

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distancing. She shared that the last survey given by the district in October, indicated that only 80 out of 300 families took the survey. However, families will have the opportunity to edit and/or take the survey again later in the school year. Leadership will take the results of the survey to determine how many teachers will be needed for face-to-face instruction and how many for virtual. There may be some shifting of teachers to accommodate the needs of the school. In preparation for possibly returning in January, we will begin Asynchronous Wednesdays in December. However, students will not be Asynchronous all day. There will be small group instruction with the teacher. Students will also engage in independent studies. Additionally, teachers will be engaged in professional development.

Ms. Malone asked the reason for Asynchronous Wednesdays. Principal Taylor stated that research says that students need time away from the computer. Ms. Johnson suggested that it should be no work at all. Principal Taylor raised the concern that our students would not come back on Thursdays if they did not have to login on Wednesdays. She stated that our school's attendance drops when time is taken off and momentum is lost.

VII. Announcements

- a. **Thanksgiving Recess (November 23-27, 2020)**
- b. **Next Meeting- January 28, 2021 at 3:30PM**

VIII. Adjournment

Motion made by: [Ms. Maya Johnson](#); Seconded by: [Mr. Michael Bracey](#)

Members Approving: Mr. C. E. Patten II, Mrs. Wanda Washington, Mrs. Karmishala Bentley-Cuyler, Ms. Nartasha Smith, Ms. Melinda Malone, Mrs. Seggee Davis, Dr. Delleni Guest

Members Opposing: 0

Members Abstaining: 0

Motion [Passes/Fails] Passes

ADJOURNED AT 4:29PM

Minutes Taken By: [Nartasha Smith](#)

Position: [Secretary](#)

Date Approved: [January 28, 2021](#)