

# Meeting Minutes

**Finch Elementary School**

**Date: 1/27/22**

**Time: 3:30 pm**

**Location: Zoom**

- I. Call to order: 3:35 pm
- II. Roll Call

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

**Guests Present:** [If someone has been invited someone to present to the GO Team, list the name(s) here; you do not have to list observers]

**Quorum Established:** Yes

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

- a. **Approval of Agenda:** Motion made by: [Mrs. Karmishala Bentley-Cuyler];  
 Seconded by: [Dr. Delleni Guest]  
**Members Approving:** Ms. Maya Johnson, Ms. Rikita Maples, Mrs. Nartasha Smith-Willis, Mr. C.E.Patten II, Mrs. Wanda Washington  
**Members Opposing:** 0  
**Members Abstaining:** 0  
**Motion [Passes]**
- b. **Approval of Previous Minutes:** List amendments to the minutes:  
 Motion made by: [Mr. C.E.Patten II]; Seconded by: [Mrs. Karmishala Bentley-Cuyler]  
**Members Approving:** Ms.Maya Johnson, Ms. Rikita Maples, Mrs. Nartasha Smith-Willis, Dr. Delleni Guest, Mrs. Wanda Washington  
**Members Opposing:** 0

Members Abstaining: 0

Motion [Passes]

c. **Rank Priorities in the Strategic Plan**

To help with prioritizing our budget needs, Mr. Johnson asked the TEAM to prioritize two of the priorities individually from our Strategic Plan and give a rationale. From the results, the Team came to an agreement to focus on the following:

#1- Focus on Reading and Math as a foundational skill

#6- Build systems and resources to support the school's priorities

Motion made by: [Ms. Maya Johnson]; Seconded by: [Mrs. Wanda Washington]

Members Approving: Ms. Rikita Maples, Mrs. Karmishala Bentley-Cuyler, Mrs. Nartasha Smith-Willis, Dr. Delleni Guest, Mr. C.E. Patten II

Members Opposing: 0

Members Abstaining: 0

Motion [Passes]

#### IV. Discussion Items

a. **Winter Universal Screener Review**

Mr. Johnson discussed with the TEAM the result from the Winter assessment. In comparing our Fall Map Data to our Winter Map Data for 3<sup>rd</sup>- 5<sup>th</sup> grade, we saw a decrease from 17% to 14% in reading. The 3% decrease equates to about 1 student. Similarly in math, we increased by 4-5% (1 student). Mr. Johnson emphasized that the data has stabilized, which is positive considering the learning loss due to the pandemic. One of the highlights mentioned by Mr. Johnson is that the reading assessment showed 6% of students moved out of the beginner learner stage, which equates to 2-3 students. These students increased their level of proficiency. Additionally, Mr. Johnson compared the baseline data received from the Fall Assessment at the beginning of the year to the typical growth for the middle of the year showed by the Winter Assessment. Here is our growth in reading for grades 3-5: 3rd grade 45% growth, 4th grade 47% growth, and 5th grade 73% growth. Here is our growth in math for grades 3-5: 3rd grade 54% growth, 4th grade 58% growth, and 5th grade 44% growth.

b. **Initial Budget Presentation**

Mr. Johnson explained the budget process to the team and wants to ensure that we help design a budget that will hire the right people. Also, he wants the Go Team to focus on the big picture and ensure that the budget aligns to key strategic priorities. Our proposed budget is 5,823,032 for the FY23. Our school is projected to lose 43 students in the upcoming school year and that has had an impact on the budget. Mr. Johnson also mentioned that we can use the CARES funding from the Covid-19 for other school-approved funding and that he will

## Meeting Minutes

share with the GO Team once he has it. He shared our timeline for the budget season. January is the Initial Budget information for the GO Team. Then, February will include a more detailed budget and will allow for feedback from the GO Team about the budget. Last, March is when the GO Team must approve the budget.

### V. Announcements

- Mrs. Nartasha Smith-Willis informed all Go Team members to complete the training to vote on the school's budget.
- Mr. Johnson will send the email to Mrs. Smith-Willis to send to the team once he knows the funds we have available for the FY23 budget.
- February 24, 2022, will be the next meeting
- Winter break for the students will be February 17-21, 2022.

### VI. Adjournment

Motion made by: [Mrs. Karmishala Bentley-Cuyler]; Seconded by: [Mrs. WandaWashington]

**Members Approving:** Ms. Maya Johnson, Mrs. Nartasha Smith-Willis, Dr. Delleni Guest, Mr. C.E.Patten II

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion** [Passes]

**ADJOURNED AT** [4:25 pm]

---

**Minutes Taken By:** [Ms. Maya Johnson ]

**Position:** [Secretary]

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

# Meeting Minutes