

Meeting Minutes

Finch Elementary School

Date: 1/28/2021

Time: 3:30PM

Location: Zoom

- I. Call to order: 3:38PM
- 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	Ms. Nartasha Smith	Present
Instructional Staff	Dr. Delleni Guest	Present
Community Member	Mr. Michael Bracey	Absent
Community Member	Mr. C. E. Patten II	Present
Swing Seat	Mrs. Wanda Washington	Present
Student (High Schools)		

Quorum Established: Yes

III. Action Items

- a. **Approval of Agenda:** mentioned of updating the Zoom link on the agenda was addressed by Nartasha Smith. It was updated and the agenda was approved.
Motion made by: [Nartasha Smith](#); Seconded by: [Melinda Malone](#)
Members Approving: Mr. C. E. Patten, Mrs. Wanda Washington, Ms. Maya Johnson, Mrs. Seggee Davis, Mrs. Karmishala Bentley-Cuyler, 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. Maya Johnson](#); Seconded by: [Ms. Wanda Washington](#)
Members Approving: Mrs. Karmishala Bentley-Cuyler, Dr. Delleni Guest, Mrs. Seggee Davis, Mr. C.E. Patten, Ms. Nartasha Smith, and Ms. Melinda Malone
Members Opposing: 0

Members Abstaining: 0

Motion [Passes/Fails] Passes

c. **Review and approval of Finch Strategic Plan**

Principal Taylor asked the team to review the Finch Strategic Plan based on where we are now. She asked the team to take in consideration the pandemic, virtual learning, technology needs, and budget cuts due to enrollment. She asked the team to go through each item line by line to see if it needs to stay on the Finch plan or need to be tweaked or removed. We will meet in two weeks (2/11/21) to discuss updates to the plan.

Motion made by: [Mrs. Wanda Washington](#); Seconded by: [Mrs. Seggee Davis](#)

Members Approving: Mrs. Karmishala Bentley-Cuylar, Mr. C. E. Patten,

Ms. Melinda Malone, Dr. Delleni Guest, Ms. Maya Johnson, Ms. Nartasha Smith

Members Opposing: 0

Members Abstaining: 0

Motion [Passes/Fails] Passes

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

a. **FY 22 Budget Process**

Principal Taylor discussed the budget process and how the budget should be structured around supporting the mission and vision of the school. So, we should be thinking about our STEM program, staffing, afterschool programs, literacy initiatives, and Signature Programs (College and Career Ready and STEM/STEAM certification). She discussed where the budget comes from. The breakdown is the following: 10% Federal, 20% State, and 70% Local. Principal Taylor discussed the School Funding Allocation document. She also stressed the possible need to update our Strategic Plan and rank the priorities of the school to better appropriate funds. She emphasized all steps of budgeting with step 5 being the final budget approval. Principal Taylor told the team that although the budget is set, funds can be used in other places based on the needs of the school.

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

a. **FY22 Budget-Overview & Discussion of Proposed Draft**

Principal Taylor shared the projected enrollment with the TEAM. We are projected to have 322 students. This is a decline from the 364 we currently have. However, it is possible that our projected number may increase due to having students from both communities in Oakland City. Based on the now projected data, we are slighted to lose about \$4,000 per student. Our total budget for next

year has been set at \$5, 640,041. We are \$53, 625 in the red. Principal Taylor continued to share the budget in detail by going through each line and its allocations of the set budget. She explained that we get more based on our poverty level and we receive a supplement due to our enrollment falling below 600. Mr. Patten asked how often the weights are determined across the district to make sure there is equity. Principal Taylor stated each year the weights are adjusted as needed. She also stated that many of the needs of the school (Title I and weights) would not be met without these yearly adjustments. She continued to stress that our school has needs that other schools do not. However, we do struggle with the application of funds for qualifying students for gifted. We work to address this inequality within our budget.

Principal Taylor discussed with the TEAM regarding the possibility of reallocating the field trip money since there will be no field trips at this time. Also, she informed the TEAM that Title I holds back every year until October to release their funds and that we should receive \$255,000 for the FY22.

Principal Taylor also discussed ensuring that there is a one to one device usage for students. She is hoping that students will be able to keep one device at home for total virtual days and have one to keep at school for face-to-face instruction. She also stated that we may have to cut back on program specialist. We could possibly take away a kindergarten, paraprofessional, band, Signature Program to recoup \$191,000.

There was a concern about digital divide raised and the accountability of the laptops received by students. Principal Taylor stated that some parents have received more than one device (Ipad and Chromebook or 2 Chromebooks). Parents signed for each device and are responsible for returning it back to the school.

Ms. Malone stated that while she conducted the Census in the Oakland Community, families stated they feel forgotten by the school. She stated the money and resources may not be the issue. The school will brainstorm ways to reach families.

VI. Announcements

There will be a special Go Team meeting February 11, 2021 at 3:30PM.
Our regular GO TEAM Meeting will be February 18, 2021 at 3:30PM

VII. Adjournment

Meeting Minutes

Motion made by: [Mr. C.E. Patten II](#); Seconded by: [Ms. Seggee Davis](#)

Members Approving: Mrs. Karmishala Bentley-Cuyler, Ms. Melinda Malone, Ms. Maya Johnson, Mrs. Wanda Washington, Dr. Delleni Guest, and Ms. Nartasha Smith

Members Opposing: 0

Members Abstaining: 0

Motion [[Passes/Fails](#)] [Passes](#)

ADJOURNED AT 4:55PM

Minutes Taken By: [Ms.Nartasha Smith](#)

Position: [Secretary](#)

Date Approved: [\[Insert Date the Minutes are APPROVED by the GO Team\]](#)