

Heritage Academy Elementary School

Date: **Monday, September 12, 2022**

Time: **3:30 PM**

Location: **Virtual**

- I. Call to Order**
- II. Roll Call: Establish Quorum**
- III. Action Items**
 - A. Approval of Agenda
 - B. Fill Vacant Positions (if applicable)
 - C. Fill Open Community Member Seat
 - D. For High Schools: Appoint Student Representatives
 - E. Approval of Previous Minutes
 - F. Election of Officers
 - i. Chair
 - ii. Vice-Chair
 - iii. Secretary
 - iv. Cluster Representative
 - G. Review and approve Public Comment Protocol
 - H. Set Go Team Meeting Calendar
 - I. Review, Confirm/Update, and Adopt Go Team Meeting Norms
- IV. Discussion Items** *(add items as needed)*
 - A. Discussion Item 1: Family/Parent Engagement
- V. Information Items** *(add items as needed)*
 - A. Principal's Report
 - i. Enrollment and/or Leveling Updates
 - ii. Strategic Plan and Performance Measures Update
 - B. Information Items
 - i. Grant Opportunities
 - ii. Accelerated Reader Kickoff
 - iii. Wednesday Tutorial
- VI. Announcements** *(add items as needed)*
 - A. New Go Team Member Training and Orientation**
- VII. Public Comment** *(if applicable)*

Adjournment

Meeting Summary

Heritage Academy Elementary School

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Role	Name (or Vacant)	Present or Absent
Principal	Trennis Harvey	Present
Parent/Guardian	Vacant	Absent
Parent/Guardian	Shon Sinkfield	Present
Parent/Guardian	Tierra Wells	Present
Instructional Staff	Heather Rutland Brown	Present
Instructional Staff	Roxanna King-Pamaja	Present
Instructional Staff	April Thacker	Present
Community Member	Clarrissa Taylor	Absent
Community Member	Vacant	Absent
Swing Seat	Jessica Pope	Present
Student (High Schools)	N/A	Absent

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

- A. Approval of Agenda: Motion: [Passes](#)
- B. Filled Vacant Positions: [Passes](#)
- C. Fill Open Community Member Seat
- D. For High Schools: Appoint Student Representatives
- E. Approval of Previous Minutes
- F. Election of Officers
 - i. Chair- Mrs. Thacker, elected by Mrs. Brown
 - ii. Vice-Chair- Mrs. H. Brown, elected herself
 - iii. Secretary- Mrs. King-Pamaja, elected by Ms. Pope
 - iv. Cluster Representative- Mrs. Pope, elected by Mrs. King Pamaja
- G. Review and approve Public Comment Protocol: [Passes](#)
- H. Set Go Team Meeting Calendar: [Passes](#)
- I. Review, Confirm/Update, and Adopt Go Team Meeting Norms: [Passes](#)

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

- A. Discussion Item 1: Family/Parent Engagement

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

- A. Principal's Report

Meeting Summary

- i. Enrollment and/or Leveling Updates
 - ii. Strategic Plan and Performance Measures Update
 - B. Information Items
 - i. Grant Opportunities
 - ii. Accelerated Reader Kickoff
 - iii. Wednesday Tutorial
- XI. **Announcements** *(add items as needed)*
 - A. **New Go Team Member Training and Orientation**
- XII. **Public Comment** *(if applicable)*

Adjournment

