GO·TEAMS
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START WITH ME!

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MEETING NOTICE

School	Date	Time	Location
Heritage Academy	10-26-20	4:00pm	Virtual Meeting via Zoom https://atlantapublicschools-us.zoom.us/j/88419798351?pwd=TUEramtuTUlqYy9CcFFQd0JwT25FUT09 Meeting ID: 884 1979 8351 Passcode: 927220 One tap mobile +13017158592,,88419798351#,,,,,,0#,,927220# US (Germantown) +13126266799,,88419798351#,,,,,,0#,,927220# US (Chicago)

Notice Prepared By: Dr. Vonda McKeever   **Date Posted:** 10-19-2020

Meeting Agenda

(*agenda may be amended*)

This meeting will not allow for Public Comment

I. **Action Items**
   A. Approval of Agenda:
   B. Fill Vacant Positions *(if applicable)*
   C. Fill Open Community Member Seat
   D. Approval of Previous Minutes
   E. *For High Schools*: Appoint Student Representative
   F. Review and Approve Public Comment Format
   G. Review, Confirm/Update, and Adopt GO Team Norms

II. **Discussion Items** *(add items as needed)*
   A. Go Team Goals/Initiatives
   B. Discussion Item 2

III. **Information Items** *(add items as needed)*
   A. **Return + Learn Plan** *(required)*
   B. Principal's Report
   C. Meeting Calendar

Last revised on 10/20/2020

Meeting Agenda

[Heritage Academy]

Date: [10-26-2020]
Time: [3:00pm]
Location: [Virtual via Zoom]

https://atlantapublicschools-us.zoom.us/j/88419798351?pwd=TUEramtuTUlqYy9CcFFQd0JwT25FUT09

Meeting ID: 884 1979 8351
Passcode: 927220
One tap mobile
+13017158592,,88419798351#,,,,,,0#,,927220# US (Germantown)
+13126266799,,88419798351#,,,,,,0#,,927220# US (Chicago)

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. Approval of Previous Minutes
    E. *For High Schools*: Appoint Student Representative
    F. Review and Approve Public Comment Format
    G. Review, Confirm/Update, and Adopt GO Team Norms
IV. **Discussion Items**
    A. Discussion Item 1: Go Team Goals/Initiatives
    B. Discussion Item 2:
V. **Information Items**
    A. **Return + Learn Plan** *(required)*
    B. Principal's Report
    C. Meeting Calendar
VI. **Announcements** *(add items as needed)*
    A. Announcements
VII. **Adjournment**

Last revised on 10/20/2020

[SCHOOL NAME]
Date: [insert date]
Time: [insert scheduled time]
Location: [insert meeting location]

I. **Roll Call**

Role	Name *(or Vacant)*	Present or Absent
Principal		
Parent/Guardian		
Parent/Guardian		
Parent/Guardian		
Instructional Staff		
Instructional Staff		
Instructional Staff		
Community Member		
Community Member		
Swing Seat		
Student *(High Schools)*		

II. **Action Items** *(add items as needed)*
    A. **Approval of Agenda: Motion** [Passes/Fails]

    B. **Fill Vacant Positions** *(copy and complete table for each vacant position)*

Vacant Position:	**[Parent, Staff, Community, Swing]**
Appointee's Name:	

    C. **Fill Open Community Member Seat:**

Open Position:	**Community Member**
Appointee's Name:	

    D. **Approval of Previous Minutes: Motion** [Passes/Fails]
    E. **For High Schools: Appoint Student Representative**
        Student Representative: [Insert Name of Student Representative]
    F. **Approval of Public Comment Format: Motion** [Passes/Fails]
    G. **Adopt GO Team Norms Motion** [Passes/Fails]

III. **Adjournment: Motion** [Passes/Fails]

[SCHOOL NAME]
Date: [insert date]
Time: [insert scheduled time]
Location: [insert meeting location]

I. **Call to order:** [Insert actual Start Time of the meeting]
II. **Roll Call**

Role	Name *(or Vacant)*	Present or Absent
Principal		
Parent/Guardian		
Parent/Guardian		
Parent/Guardian		
Instructional Staff		
Instructional Staff		
Instructional Staff		
Community Member		
Community Member		
Swing Seat		
Student *(High Schools)*		

Quorum Established: [Yes or No]

III. **Action Items** *(add items as needed)*
   A. **Approval of Agenda:** Motion made by: [Insert Name]; Seconded by: [Insert Name]
   Members Approving:
   Members Opposing:
   Members Abstaining:
   Motion [Passes/Fails]

   B. **Fill Vacant Positions** *(copy and complete table for each vacant position)*

Vacant Position:	[Parent, Staff, Community, Swing]
Nominee's Name:	
GO Team Members **In favor**	
GO Team Members **Opposed**	
GO Team Members **Abstaining**	

C. **Fill Open Community Member Seat:**

Open Position:	Community Member
Nominee's Name:	
GO Team Members **In favor**	
GO Team Members **Opposed**	
GO Team Members **Abstaining**	

D. **Approval of Previous Minutes:** *List amendments to the minutes:*
Motion made by: [Insert Name]; Seconded by: [Insert Name]
Members Approving:
Members Opposing:
Members Abstaining:
Motion [Passes/Fails]

E. *For High Schools*: **Appoint Student Representative**
Student Representative: [Insert Name of Student Representative]

F. **Review and Approve Public Comment Format** [Insert or attach approved Public Comment Format] Motion to adopt made by: [Insert Name]; Seconded by: [Insert Name]
Members Approving:
Members Opposing:
Members Abstaining:
Motion [Passes/Fails]

G. **Review and Adopt GO Team Norms** [Insert or attach approved Public Comment Format] Motion made by: [Insert Name]; Seconded by: [Insert Name]
Members Approving:
Members Opposing:
Members Abstaining:
Motion [Passes/Fails]

IV. **Discussion Items** *(add items as needed)*
A. **Discussion Item 1**: [Add description of discussion item and brief summary of the discussion]
B. **Discussion Item 2**: [Add description of discussion item and brief summary of the discussion]

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

    A.   **Return + Learn Plan** *(required)* [Add brief summary of the plan and any resulting discussion]

    B.   **Principal's Report** [Add brief summary of the report and any resulting discussion]

    C.   **Information Item 2** [Add brief summary of the item and any resulting discussion]

VI. **Announcements** [Add brief summary of the announcements]

VII. **Adjournment**

    Motion made by: [Insert Name]; Seconded by: [Insert Name]

    Members Approving:

    Members Opposing:

    Members Abstaining:

    Motion [Passes/Fails]

ADJOURNED AT [Insert Actual Time]

Minutes Taken By: [Insert Name]

Position: [Insert Officer Position or GO Team Member]

Date Approved: [Insert Date When Approved]