**[Toomer Elementary School]**

**Date: [2/25/19]**

**Time: [3:30pm]**

**Location: [Toomer ES media center]**

1. **Call to order:** [3:40pm]
2. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Caroline Brown** | **Present** |
| **Parent/Guardian** | **Celeste Walley-Jean** | **Present** |
| **Parent/Guardian** | **Tiffany Tate** | **Absent** |
| **Parent/Guardian** | **Reshell Baldini** | **Absent** |
| **Instructional Staff** | **Daron Frazier** | **Present** |
| **Instructional Staff** | **Kaitlin Clark** | **Present** |
| **Instructional Staff** | **Takiyah Bailey** | **Present** |
| **Community Member** | **Susannah Davis** | **Absent** |
| **Community Member** | **Vijay Makar** | **Present** |
| **Swing Seat** | **Emily Max** | **Present** |

**Quorum Established:** Yes

1. **Action Items**
   1. **Approval of Agenda:** Motion made by: Vijay Maker; Seconded by: Emily Max

Members Approving: All

Members Opposing: None

Members Abstaining:

**Motion** [Passes]

* 1. **Approval of Previous Minutes: 1/28/19**

Motion made by: Kaitie Clark Seconded by: Emily Max

Members Approving: unanimous

Members Opposing:

Members Abstaining:

**Motion** [Passes]

1. **Discussion Items** 
   1. **Discussion Item 1**: Review of Budget
   2. **Discussion Item 2**: Principal Selection Process
2. **Announcements**
   1. Meeting March 4th – vote for final approval
3. **Public Comment**
4. **Adjournment**

Motion made by: Takiyah Bailey; Seconded by: Celeste Walley-Jean

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

**Motion** Passes

**ADJOURNED AT 4:28pm**

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**Minutes Taken By:** Kaitie Clark

**Position:** Secretary

**Date Approved:**