



[Usher-Collier Elementary]
MEETING NOTICE

Date	Time	Link	Location <i>(if hybrid)</i>
8/28/24	3:30	https://atlantapublicschools-us.zoom.us/j/7391956468?pwd=SjFoemtrZlROeWwWpzMnJJUT09	Virtual

Notice Prepared By: J. Williams

Date Posted:

9/4/2024

[Usher-Collier Elementary]

Date: **[August 28, 2024]**

Time: **[3:30 PM]**

Location: **[insert meeting link and location]**

- I. Call to Order Principal J. Parker
- II. Roll Call; Quorum Established
- III. Action Items
 - A. Approval of Agenda **Approved**
 - B. Fill Vacant Positions
 - C. Fill Open Community Member Seat
 - D. *For High Schools:* Appoint Student Representatives **N/A**
 - E. Approval of Previous Minutes **Approved**
 - F. Election of Officers and Representatives
 - i. Chair **G. Parker**
 - ii. Vice-Chair **L. Mattis**
 - iii. Secretary **J. Williams**
 - iv. Cluster Representative **D. Trofort**

- G. Review and Approve Public Comment Protocol [J Parker](#)
- H. Set GO Team Meeting Calendar [J Parker](#)
- I. Review, Confirm/Update, and Adopt GO Team Meeting Norms [J. Parker](#)
- IV. Discussion Items**
 - A. Discussion Item 1: [Staffing](#)
 - B. Discussion Item 2: [Updates on STEM @ Usher](#)
- V. Information Items**
 - A. Principal's Update [Enrollment](#)
 - B. Information Items [Required training for Go Team](#)
- VI. Announcements**
 - A. 2024 GO Team G3 Summit – **late September 2024** – *more info coming soon!*
 - B. New GO Team Member Training and Orientation
- VII. Public Comment**
- VIII. Adjournment** [4:18](#)

Usher-Collier Elementary School

Date: **August 28, 2024**

Time: **3:30 PM**

Recording: YouTube Live Streaming

I. Roll Call

Role	Name	Present or Absent
Principal	Jerry Parker	Present
Parent/Guardian	Deseria Walker	Present
Parent/Guardian	Mellonie Mullins	Present
Parent/Guardian		
Instructional Staff	George Parker	Present
Instructional Staff	Janice Williams	Present
Instructional Staff	Lakechia Mattis	
Community Member	Papillion Little	Absent
Community Member	Kelvin Beasley	Absent
Swing Seat	David Trofort	Present
Student (High Schools)		
Student (High Schools)		

II. Action Items

A. **Approval of Agenda: Motion [Passes](#)**

B. **Fill Vacant Positions**

Vacant Position:	[Parent, Staff, Community,]
Appointee's Name:	Deseria Walker

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

Open Position:	Community Member
Appointee's Name:	Papillion Little

D. **For High Schools: Appoint Student Representatives**

Student Representative 1: [N/A](#)

Student Representative 2: [N/A](#)

E. **Approval of Previous Minutes [Passes](#)**

F. **Election of Officers and Representatives**

i. **Chair: Result: [\[George Parker\]](#)**

ii. **Vice Chair: Result: [\[Lakechia Mattis\]](#)**

iii. **Secretary: Result: [\[Janice Williams\]](#)**

iv. **Cluster Representative: Result: [\[\]](#)**

G. **Approval of Public Comment Protocol: Motion [\[Passes\]](#)**

H. **GO Team Meeting Calendar** (*GO Teams are required to have a minimum of 6 business meetings, with at least 4 allowing for Public Comment*)

	Date	Time	Virtual or Hybrid	Time for Public Comment? (Yes/No)
1	Sept. 25, 2024	3:00 PM	Virtual	No
2	October 23, 2024	3:00 PM	Virtual	Yes
3	January 12, 2025	3:00 PM	Virtual	No
4	February 26, 2025	3:00 PM	Virtual	Yes
5	March 26, 2025	3:00 PM	Virtual	Yes
6	April 23, 2025	3:00 PM	Virtual	Yes
7				
8				

I. **Adopt GO Team Norms Motion** [Passes](#)

III. **Adjournment: Motion** [Passes](#)

Usher -Collier Elementary

Date: **August 28, 2024**

Time: **3:00**

Recording: **YouTube Live Streaming**

- I. Call to order: 3:17
- II. Roll Call **J Williams**

Role	Name (or Vacant)	Present or Absent
Principal	Jerry Parker	Present
Parent/Guardian	Deseria Walker	Present
Parent/Guardian	Mellonie Mullins	Present
Parent/Guardian		
Instructional Staff	George Parker	Present
Instructional Staff	Janice Williams	Present
Instructional Staff	Lakechia Mattis	
Community Member	Papillion Little	Absent
Community Member	Kelvin Beasley	Absent
Swing Seat	David Trofort	Present
Student (High Schools)		
Student (High Schools)		

Quorum Established: **Yes**

Action Items

Approval of Agenda: Motion made by: **J. Parker**; Seconded by: **G. Parker**

Members Approving: 7

Members Opposing: 0

Members Abstaining: 0

Motion **[Passes/Fails]**

A. Fill Vacant Positions

Vacant Position:	Parent, Staff, or Community
Nominee's Name:	2 Parents- Deseria Walker; Mellonie Mullins 3 Instructional Staff G. Parker; J. Williams; Lakechia Mattis
GO Team Members In favor	5

GO Team Members Opposed	0
GO Team Members Abstaining	0

B. Fill Open Community Member Seat:

Open Position:	Community Member
Nominee's Name:	Papillion Little
GO Team Members In favor	5
GO Team Members Opposed	0
GO Team Members Abstaining	0

C. For High Schools: Appoint Student Representatives

Student Representative 1: N/A

Student Representative 2: N/A

D. Approval of Previous Minutes: *List any amendments to the minutes:*

Motion made by: [J. Parker](#)]; Seconded by: [L. Mattis](#)

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

Motion [Passes](#)

E. Election of Officers and Representatives

i. Chair: Result: [\[Insert Name of Member Elected as Chair\]](#)

Officer Position:	Chair
Nominee Name	GO Team Members In favor of Nominee
G. Parker	In Favor-5

GO Team Members who **ABSTAINED** from voting: 0

i. Vice Chair: Result: [\[Insert Name of Member Elected as Vice-Chair\]](#)

Officer Position:	Vice Chair
Nominee Name	GO Team Members In favor of Nominee
L. Mattis	In Favor-5

GO Team Members who **ABSTAINED** from voting: 0

ii. Secretary: Result: [\[Insert Name of Member Elected as Secretary\]](#)

Officer Position:	Secretary
Nominee Name	GO Team Members In favor of Nominee
J. Williams	In Favor-5

GO Team Members who **ABSTAINED** from voting: 0

iii. Cluster Representative: Result: [\[Insert Name of Member Elected as Cluster Representative\]](#)

Officer Position:	Cluster-Representative
Nominee Name	GO Team Members In favor of Nominee
D. Trofort	In Favor 5

GO Team Members who **ABSTAINED** from voting: 0

b. Review and Approve Public Comment Protocol

We will now move to our next item of business in reviewing and updating or confirming our GO Team’s **Public Comment Protocol**. Public comment opportunities are available for GO Teams to hear from interested members of the community. From Section 3.4 of the GO Team Handbook:

- Opportunities for public comment **shall** be provided at least four (4) times in a school/fiscal year and noted on the GO Team’s webpage and meeting agenda;
- GO Team members will **not** provide responses or engage in direct conversation during public comment;
- Each GO Team will determine a consistent method for receiving public comments and for parents and other citizens to sign up to address the team;
- **At least 20 minutes** of time will be allotted for the public to make comments at meetings where public comment is permitted; and
- The public will receive at least 2 business days’ notice of the Public Comment Protocol.

Some tips for Public Comment Protocol (*from the GO Team Handbook*):

1. The GO Team is not required to schedule time for Public Comment at every meeting.

2. Public Comment should be scheduled for major action items (items that need a GO Team vote) that will require public input or need public buy-in.
3. Consider the schedule of the school community for those meetings that do allow Public Comment in order to give your community the chance to participate.
4. Set a specific time for your Public Comment period. For example, you could allot a 20-minute segment on the agenda for Public Comment and allow each member of the public to have 2 minutes to speak during that segment. At the end of the Public Comment period, the Chair should close Public Comment and move on to the next agenda item.
5. Post a clear process for how individuals sign-up or indicate they wish to speak.
6. GO Team members should not respond during the Public Comment period. The Public Comment period is designed to gain input from the public – not for immediate responses by the GO Team to the public comment presented. The GO Team should listen attentively to all comments and take the summation of the comments into consideration when making decisions.
7. Remind the public that a scheduled Public Comment period on the agenda is not the only means for providing input. The GO Team should encourage the public to contact them via their APS email addresses. Emails sent to GO Team members about school concerns are also considered public comment. If there are urgent matters that need the GO Team’s attention, the school can organize Information Sessions or the GO Team can schedule separate Public Comment meetings to gather that information from stakeholders.

Motion to adopt made J. Parker; Seconded by: **G. Parker**

Members Approving: **5**

Members Opposing: **0**

Members Abstaining **0**

Motion Passes

- c. Set GO Team Meeting Calendar** (*GO Teams are required to have a minimum of 6 business meetings, with at least 4 allowing for Public Comment*)

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6	April 23, 2025	3:00 PM	Virtual	Yes
7				
8				

- d. Review, Confirm/Update, and Adopt GO Team Meeting Norms**

Now we will determine our GO Team Meeting Norms. We'll begin by reviewing the initial GO Team Meeting Norms.

Organizational Meeting Script

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Last revised on 7/8/2024

- This is a meeting of the GO Team. Only members of the team may participate in the discussion. Any members of the public present are here to quietly observe.
- We will be fully present.
- We will follow the agenda as noticed to the public and stay on task.
- We will be respectful of each other at all times.
- We will be open-minded.
- We invite and welcome contributions of every member and listen to each other.
- We will respect all ideas and assume good intentions.
- We will approach differences of opinion with curiosity.

Motion to adopt made by: [J. Williams]; Seconded by: [L. Mattis]

Members Approving: 5

Members Opposing: 0

Members Abstaining 0

Motion Passes

H. Discussion Items)

- a. **Discussion Item 1:** Staffing- Update on staffing as of now; new additions to Usher
- b. **Discussion Item 2:** STEM @ Usher

I. Information Items

- a. **Principal's Update** Enrollment-Brief discussion about student and staff population; funding
- b. **Information Items**

J. Announcements

STEM Updates-STEM Newsletters go out monthly; Next schoolwide STEM Challenge will be on the last Friday in September.

K. Adjournment

Motion made by: J. Parker; Seconded by: D. Trofort

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

Motion Passes

ADJOURNED AT 4:22 PM

Minutes Taken By: J. Williams

Position: Go Team Secretary

Date Approved: August 28, 2024