**[SCHOOL NAME]**

**Date: [February 1, 2024]**

**Time: [5:13 PM]**

**Location: [https://www.facebook.com/apshjrussell]**

1. **Call to order**
2. **Roll Call; Establish Quorum**

**Tonette Green principal present**

**Lashandra Clark parent absent**

**Monique Lewis parent absent**

**Ebonique Bowdre parent absent**

**Marsha Leverette Instructional Staff present**

**Samantha Porter Instructional Staff present**

**Chelsea Cofer Instructional Staff present**

**Eric White Community Member present**

**Derrick Hearin Community Member present**

**Kia Willingham Swing Seat present**

**Quorum Established \_ Yes**

1. **Action Items**
	1. **Approval of Agenda:**

Ms. Leverette motioned to approve the agenda

Ms. Porter seconded the motion.

None opposed.

No abstentions

* 1. **Approval of Previous Minutes:**

Ms. Porter motioned to approve the previous meeting minutes.

Ms. Leverette seconded the motion.

None opposed.

No abstentions.

1. **Discussion Items**
	1. **Review Budget Development Process**

Re Norms Reviewed

Budget Development Process:

Step1: Data Review

Step 2: Strategic Plan Review

Step 3: Budget Parameters (Strategic Priorities)

Step 4: Budget Choices - We are currently here.

Overview of FY ’25 Go Team Budget Process:

1. Review and Update Strategic Plan/ Rank Strategic Priorities

 (ends fall semester)

2. Principals Workshop FY 25 Budget (Jan. 17)

3. Go Team Initial Budget Session Allocation (Jan 17 – early Feb)

 (WE ARE HERE)

 4. Principals: Associate Supt Discussions and Review (Feb)

5. Go Team Feedback Session (Feb)

6. Principals: HR Staffing Conference Begins (Feb 26- Mar 1)

7. Go Team final Budget Approval Meeting (by Mar 15) view and update meeting calendar (*if necessary*) to meet District’s timeline

1. **Budget Allocation Presentation**

 **What:**

**1st meeting - the principal will provide an overview of the budget allocation for Go Team members, general public.**

**Why:**

**An opportunity for principal and Go Team to ensure alignment on Key Strategic Priorities; gain deeper understanding of budget allocation; input to drive direction of the draft budget.**

**When:**

**End of January – Early February**

**Shared view of our Strategic Plan. We will be spending more time on the ranking than on the plan. Shared the Strategic Plan Priority Ranking as follows:**

**1. Prepare and develop knowledgeable staff focused on quality teaching.**

**2. Build teacher capacity in core content areas.**

**3. Foster a positive school culture.**

**4. Improve student mastery of core content knowledge.**

**5. Close student achievement gap w/regular ed students and DSE students**

**6. Implement effective STEAM enriched curriculum to drive interdisciplinary and PBL teaching and learning.**

**7. Ensure systems and resources are aligned to school priorities.**

**8. Recommend high quality staff for vacant positions.**

**Shared the FY 25 Budget Parameters for GoTeam members to review.**

**Discussion of Budget Allocation: Executive Summary**

**- Proposed Budget is $6, 842, 432.**

**- Project enrollment 367 decrease of 25 students from FY24**

**- Fy24 project was 392.**

**School Allocation:**

**The principal reviewed each specific line item. See full report in the PowerPoint Presentation**

**What’s Next? February**

**One on one Associate Superintendent discussion**

**Cluster Planning Session**

**Program Manager Discussions and approval.**

**Go Team Feedback Meeting before principal’s staffing conference.**

**HR Staffing Conferences (March)**

**Final Go Team Approval Meeting (After school’s staffing conference and before Friday, March 15th)**

1. **Additional information items:**

 **Reminder for members to complete Budget Training.**

1. **Motion to Adjourn:**

**Ms. Leverette - motioned to adjourn Ms. Porter - seconded the motion to adjourn**

 **None opposed.**

 **No abstentions.**

 **5:29PM Meeting Adjourned**