

[SCHOOL NAME]  
 Date: [11/17/2022]  
 Time: [5:05 PM]  
 Location: [Virtual- Zoom ]

**I. Roll Call**

Role	Name (or Vacant)	Present or Absent
Principal	Ms.Tonetta Green	Present
Parent/Guardian	Ms. Lashandra Clark	Present
Parent/Guardian	Ms. Monique Lewis	Absent
Parent/Guardian	Ms. Joyce Lewis	Present
Instructional Staff	Ms. Victoria Robinson	Present
Instructional Staff	Ms. Samantha Porter	Present
Instructional Staff	Ms. Marsha Leverette	Present
Community Member	Mr. Eric White	Absent
Community Member	Ms. Mori Russell	Absent
Swing Seat	Ms. Patrice Jordan	Present

Quorum Established: [Yes]

**II. Action Items (Approval of the Agenda )**

- a. **Approval of Agenda:** Motion made by: [Ms. Joyce Lewis ]; Seconded by: [ Ms. Robinson]  
 Members Approving: 6 ( Clark, Lewis, Leverette, Porter, Jordan, Robinson)  
 Members Opposing: 0  
 Members Abstaining: 0  
**Motion Passes**

CIP-45 Day Check In

- b. **Approval of Previous Minutes:** List amendments to the minutes:  
 Motion made by: [Samantha Porter ]; Seconded by: [Joyce Lewis ]  
 Members Approving: 6 ( Clark, Lewis, Leverette, Porter, Jordan, Robinson)  
 Members Opposing: 0  
 Members Abstaining: 0  
**Motion Passes**

- c. **Action Item 1: Review Strategic Plan**  
Motion made by: [Leverette ]; Seconded by: [Lewis ]  
Members Approving: 6 ( Clark, Lewis, Leverette, Porter, Jordan, Robinson)  
Members Opposing: 0  
Members Abstaining:0  
Motion Passes
- d. **Action Item 2: Ranking of Strategic Plan**  
Motion made by: [Porter]; Seconded by: [Leverette ]  
Members Approving: 6 ( Clark, Lewis, Leverette, Porter, Jordan, Robinson)  
Members Opposing: 0  
Members Abstaining:0  
Motion Passes/Fail

### III. Discussion Items *(45 Day CIP Check-In a*

- a. **Discussion Item 1:** Principal Green stated that this first discussion item includes the CIP-45 Day Check-In; Fall ACES Presentation ;School Strategic Plan. This portion is also the Principal’s Report.
- b. Timeline Review- Principal Green stated this is where we will talk about current data and review what Go-Team may need to change or shift, if anything.
- c. There are check in points that she must have with the district about the CIP. Goals were discussed at the last meeting: 6<sup>th</sup>,7<sup>th</sup> and 8<sup>th</sup> grade to increase in literary by a certain % points. What has already been completed? The master schedule has been created so that teachers have enough time to plan. Other items are in process. Classroom room strategies and personalized learning goals: Implementing Race to Read and Data talks. What are district supports that may be needed: We have had two learning walks where feedback was provided to help us to be on track to meet our goals.  
2<sup>nd</sup> goal – math: We don’t have any action steps as of yet; still in progress. This does not mean that nothing has been done to meet this goal. Instructional coaches are engaging in weekly one to one coaching session; engaging teachers in collaborating with their coaches ( looking at units and the lessons, etc. to help students meet their learning targets). Also utilizing all resources with fidelity, providing remediation, etc. We are progressing toward the goal.  
Last action step: How we plan to increase our attendance: We were at 77%. We are not at 85%. This goal has been met. We only need to maintain. Attendance team meets weekly to make sure goal is met.  
In progress: Utilize community partners to help meet the needs of our most critical.

- d. ACES ( State of School Address)-Presentation to the district. This happened last month, so the data will look different. We are working towards being certified in Stem 2025; Enrollment SY22- 370; SY23- 392; This is a change of 22 in our enrollment; We have two 1<sup>st</sup> year teachers; two vacancies. We are in wave two of Personalized Learning. We are the second cohort of schools to go through this process. Attendance as of 10/3 take rate 97% - our goal was 85%. We have met our goal and this is due to the incentives of the Attendance Team. Behavior plays a part in this also. We are working to decrease our suspension rate to meet district's .5 standard. Our rate is 1.47. Our number is too high. We track monthly to be sure we are decreasing.

Interventions: All students need to be on the platforms at least 2 day a week; 15 min per session. We fell a little short last month.

e.Highest Priority Need: Alignment of Stem/STEAM standards of service; Funding source for extra days every month to plan for signature programing implementation; continued support with building the capacity of the instructional leaders in our building; district support for training teachers on how to identify students for the gifted program. Our Chair is the gifted leader and we currently have 14 students. Our chair is seeking to increase this number and in order to do this teachers must be trained to identify gifted students. This training is coming up in December.

**Discussion Item 2: Strategic Plan Progress: Where are we?** Goals: To increase our ELA , Math and Attendance Performance:

Are all of our CIP goals reflected in the plan?

Ms. Robinson stated yes; Every team member agreed that they saw all goals reflected in the plan.

What progress has been made towards the priorities identified in the plan?

Improving student mastery; closing the gap with all students; implementing stem into our school; increasing positive school culture; preparing staff on what quality teaching is; building capacity in core content areas; recommending high quality staff for any vacant position; Ensuring that all systems are aligned to the priorities.

What progress has been made? Ms. Clark stated it's working. Her son is in 8<sup>th</sup> grade. He came to her this week, went to the portal to check his grades. For him to want to do this, let her know that he is paying attention. Principal Green noted: Students doing the heavy lifting. Ms. Leverette: We are implementing our HMH intervention; we are doing data talk with our

students so that they can take ownership of their data. Ms. Robinson: Every single resource student made growth on the Map assessment. Teachers are being intentional using programs. Ms. Leverette: Attendance team/Care Team ( addressing the whole child needs) meeting weekly and celebration are being implemented ; Admin team are monitoring, holding students and teachers accountable . Ms. Robinson: Random review of HMH data to ensure students are using the platforms. Also giving incentives during lunch. Data talks are working

Principal Green: Any other adjustments? Anything to add?

Ms. Lewis Would parent involvement be a part of this? Ms. Leverette mentioned Parent Curriculum Night; Parent involvement night so that we are involving parents. Ms. Green stated that we will reflect parent involvement in our next meeting. These items had not happened yet. Ms. Leverette: what about parent notifications ( robo calls, etc.) Ms. Green we can add parental involvement as a strategy. ( adjustment made to plan) – parent university, cluster meeting, etc. outreach; other parent engagement events that are led by our parent liaison. Ms. Green updated our plan ( Increasing opportunities for parental involvement). Principal Green asked if there were any questions. No questions were asked.

#### IV. Information Items *(Preparing for the Budget )*

- a. **Principal's Report** [Before winter break we will vote on our strategic plan. Budget is for the next school year.
- b. **Strategic Plan Priority Ranking-** She took priorities discussed and asked that we rank the priorities lowest to highest.
  - 1<sup>st</sup> Mastery was chosen as the highest priority.
  - 2<sup>nd</sup> Prepare and develop knowledgeable staff focused on quality teaching.
  - 3<sup>rd</sup> Building teacher capacity in core content areas (ELA, math, Science, SS).
  - 4<sup>th</sup> Recommend high quality staff for vacant positions.
  - 5<sup>th</sup> Implement an effective Stem enriched curriculum.
  - 6<sup>th</sup> Foster a positive school culture embracing the diverse communities and stakeholders.
  - 7<sup>th</sup> Close the Student achievement gap
  - 8<sup>th</sup> Ensure systems and resources are aligned to school priorities
  - 9<sup>th</sup> Increasing opportunities for parental involvement.
- c. **Vote: Are we all in agreement on ranking?**

**Ms. Robinson: Motion to accept the ranking.**  
**Ms. Leverette moved to accept as posted Ms. Clark seconded.**  
**With 1<sup>st</sup> and 2<sup>nd</sup> motion Ms. Robinson moved to move on to the 2<sup>nd</sup> item.**

- V. Announcements?** [ We will begin discussion of the budget. If we have any questions in preparation for that let Ms. Green or Ms. Robinson know. This was an active involvement meeting and the next will be the same.
- VI. Principal Green also announced that Tierra Hancock will now be working with the 8<sup>th</sup> grade team in the Intervention Class. We have also been doing data talks that will show the growth that students have had. We are growing as a school, and it is a testament to the work that is being done here at our school every day. Our single goal is to do what is best for kids. It's not easy work, but it is necessary work. She is thankful for the Go Team Support and Staff support.**
- VII. Adjournment**  
Motion made by: [ Ms.Leverette ]; Seconded by: [ Ms. Clark]  
Members Approving: 6  
Members Opposing: 0  
Members Abstaining: 0  
Motion Passes

ADJOURNED AT [5:57 PM ]

---

Minutes Taken By: Samantha Porter

Position: [Secretary ]

Date Approved: [November 19, 2022]