

Meeting Minutes

Herman J. Russell West End Academy

Date: **September 7, 2022**

Time: **4:30 pm**

Location: **Multi-Purpose Room 151**

- I. Call to order: 4:38 p.m.
- II. Roll Call

| Role | Name (or Vacant) | Present or Absent |
|---------------------|------------------|-------------------|
| Principal | Principal Green | Present |
| Parent/Guardian | Ms. Clark | Present |
| Parent/Guardian | Ms. Lewis | Present |
| Instructional Staff | Ms. Porter | Present |
| Instructional Staff | Mrs. Leverette | Present |
| Instructional Staff | Ms. Robinson | Present |
| Community Member | Mori Russell | Present |
| Community Member | Mr. White | Absent |
| Swing Seat | Vacant | Vacant |

Quorum Established: [Yes]

III. Action Items

- A. **Approval of Agenda:** Motion made by: Victoria Robinson; Seconded by: Marsha Leverette
 Members Approving: 4
 Members Opposing: 0
 Members Abstaining: 0
 Motion [Passes]

B. Fill Vacant Positions

| | |
|------------------|---------------|
| Vacant Position: | Go Team Chair |
|------------------|---------------|

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| | |
|--------------------------|---|
| Nominee Name | GO Team Members In favor of Nominee |
| Victoria Robinson | Ms. Porter, Mrs. Leverette, Ms. Lewis, Ms. Clark, Ms. Robinson, Ms. Russell |
| Vacant Position: | <i>Go Team Vice Chair</i> |
| Nominee Name | GO Team Members In favor of Nominee |
| Ms. S. Clark | Ms. Porter, Mrs. Leverette, Ms. Lewis, Ms. Clark, Ms. Robinson, Ms. Russell |
| Vacant Position: | <i>Swing Seat</i> |
| Nominee Name | GO Team Members In favor of Nominee |
| Vacant | NA |

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

| | |
|-----------------------------------|---|
| Open Position: | Community Member |
| Nominee's Name: | Eric White |
| GO Team Members In favor | Ms. Porter, Ms. Russell, Mrs. Leverette, Ms. Lewis, Ms. Clark, Ms. Robinson |
| GO Team Members Opposed | N/A |
| GO Team Members Abstaining | N/A |

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

Motion made by: [Mrs. Leverette](#); Seconded by: [Ms. Porter](#)

[Members Approving: 5](#)

[Members Opposing: 0](#)

[Members Abstaining: 0](#)

Motion [Passes]

E. Election of Officers

i. Chair: Result: [Ms. V. Robinson](#)

| | |
|--------------------------|--|
| Officer Position: | Chair |
| Nominee Name | GO Team Members In favor of Nominee |
| Ms. V. Robinson | Ms. Russell, Ms. Porter, Mrs. Leverette, Ms. Lewis, Ms. Clark, Ms. Robinson, |

ii. Vice Chair: Result: [Ms. S. Clark](#)

| | |
|--------------------------|--|
| Officer Position: | Vice Chair |
| Nominee Name | GO Team Members In favor of Nominee |
| Ms. S. Clark | Ms. Clark, Ms. Porter, Mrs. Leverette, Ms. Lewis, Ms. M. Russell, Ms. Robinson |

iii. Secretary: Result: [Ms. S. Porter](#)

| | |
|--------------------------|--|
| Officer Position: | Secretary |
| Nominee Name | GO Team Members In favor of Nominee |
| Ms. S. Porter | Ms. Porter, Ms. Russell Mrs. Leverette, Ms. Lewis, Ms. Clark, Ms. Robinson |

iv. Cluster Representative: Result: [Mrs. M. Leverette](#)

| | |
|--------------------------|--|
| Officer Position: | Cluster-Representative |
| Nominee Name | GO Team Members In favor of Nominee |
| Ms. M. Leverette | Ms. Porter, Mrs. Leverette, Ms. Lewis, Ms. Clark, Ms. Robinson, Ms. Porter |

F. Review and Approve Public Comment Protocol ([Posted online](#)) Motion to adopt made by: [Mrs. Leverette](#); Seconded by: [Ms. Lewis](#)

Members Approving: 6

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Members Opposing: 0

Members Abstaining 0

Motion [Passes]

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

| | Date | Time | Location | Public Comment Permitted? (Yes/No) |
|---|-------------------|-----------|---------------|------------------------------------|
| 1 | September 7, 2022 | 5:00 p.m. | Virtual/ Zoom | No |
| 2 | October 20, 2022 | 5:00 p.m. | Virtual/ Zoom | Yes |
| 3 | November 17, 2022 | 5:00 p.m. | Virtual/ Zoom | Yes |
| 4 | January 26, 2023 | 5:00 p.m. | Virtual/ Zoom | Yes |
| 5 | February 16, 2023 | 5:00 p.m. | Virtual/ Zoom | Yes |
| 6 | March 9, 2023 | 5:00 p.m. | Virtual/ Zoom | No |
| 7 | | | | |
| 8 | | | | |

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

Motion to adopt made by: [Ms. Robinson](#); Seconded by: [Mrs. Leverette](#)

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

Motion [Passes]

IV. Discussion Items: None Noted

V. Information Items

A. **Principal's Report**

- i. **Enrollment and/or Leveling Updates- HJRWEA SY 22-23 projected school enrollment was 388- current enrollment is 410 with a difference**

of 22 students. Funds provided by the district due to the increased enrollment will be used to purchase two additional paraprofessionals. There is also a current position for an additional math teacher due to rising eighth grade numbers. Leveling has not yet, occurred at the district level for teachers/ staff members to be moved and or considered for the vacant positions.

- ii. Strategic Plan and Performance Measures Update- Principal Green reviewed the district walk through results which indicated the glows and grows of the school. Currently, one of the goals of the school is the attendance, due to the support of the attendance team. Area of growth is student engagement with the lessons. Principal Green briefly explained the Now, Need, Next, action plan for the district which include a school wide writing strategy.
- iii. GO Team members did ask questions about STEM with the various schools. Also with the additional math teacher being able to teach Algebra I with stem infusion

VI. Adjournment

Motion made by: [Ms. Robinson](#) ; Seconded by: [Ms. Leverette](#)

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

Motion [\[Passes\]](#)

ADJOURNED AT [\[5:30\]](#)

Minutes Taken By: [Victoria Robinson](#)

Position: [Interim Secretary](#)

Date Approved: [9/8/2022](#)