

West Manor Elementary

Date: **September 9, 2025**

Time: **3:00 PM**

Meeting Recording

I. Call to order: **3:04 PM**

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Dr. Reginald Lawrence	Present
Parent/Guardian	Tiffany Hill	Present
Parent/Guardian	Kierra Lockett	Present
Parent/Guardian	Akumba Bynum Roberson	Absent
Instructional Staff	Trey Adams	Present
Instructional Staff	John Devia	Present
Instructional Staff	Timothy Edwards	Present
Community Member	Steve Williams	Absent
Community Member	Tom Ford	Absent
Swing Seat	Brittany Tuesno	Present
Student (High Schools)	N/A	

Quorum Established: **Yes** or No]

III. Action Items

a. **Approval of Agenda:** Motion made by: **B. Tuesno**; Seconded by: **J. Devia**

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion **Passes/Fails**

b. **Approval of Previous Minutes:** *List amendments to the minutes: none*

Motion made by: **T. Adams**; Seconded by: **J. Devia**

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion **Passes/Fails**

IV. Discussion Items

- a. **Discussion Item 1:** Dr. Lawrence presented the school's strategic plan
 - i. West Manor's strategic plan focuses on increasing MAP scores by 5% and decreasing student absences by 3%
- b. **Discussion Item 1:** Dr. Lawrence reviewed fall MAP and Spring Milestones data
 - i. MAP Growth showed a decline in ELA; however, this was not in correlation with Milestones data
- c. **Discussion Item 2:** Dr. Lawrence led the team in a discussion of ways to improve stakeholder engagement.
 - i. The team suggested continuing with current communications, including Class Dojo, the parent portal, emails, and the school's website

V. Information Items

- a. **Principal's Report:** Dr. Lawrence discussed leveling and potential budgeting adjustments.
 - i. West Manor is projected to have 252 students; however, the fifteen-day count's enrollment was 238 students.
 - ii. Due to the lack of projected enrollment, there is a projected \$83,000 decrease in this year's budget
 - iii. The district used the school's reserve funds to offset the budget decrease
 - iv. No personnel changes were needed

VI. Announcements

- a. Diane Jacobi introduced herself as the school governance liaison
- b. Diane Jacobi shared that there will be a strategic planning session on September 27th at the Atlanta College and Career Academy

VII. Adjournment

Motion made by: [T. Adams]; Seconded by: [J. Devia]

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

ADJOURNED AT [3:39 PM]

Meeting Minutes

Minutes Taken By: T. Adams

Position: Secretary

Date Approved: October 7, 2025