

Meeting Minutes

Carver STEAM Academy

Date: 10/8/19

Time: 4:30 pm

Location: Carver STEAM Cafeteria

I. Call to order: 4:39pm

II. Roll Call

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Mr. Yusuf Muhammad	present
Parent/Guardian	Ms. Sagirah Jones	present
Parent/Guardian	vacant	
Parent/Guardian	vacant	
Instructional Staff	Mr. Samuel Lim	present
Instructional Staff	Ms. Javon Norman	present
Instructional Staff	Ms. Caterina Hopkins	present
Community Member	Ms. Tanysha Nunnally	present
Community Member	vacant	
Swing Seat	Mr. Maxwell Smith	absent
Student <i>(High Schools)</i>	Mr. Marcus Richardson	present

Quorum Established: *yes*

III. Action Items

- a. **Approval of Agenda:** Motion made by: *Javon Norman*; Seconded by: *Samuel Lim*
 Members Approving: all (7)
 Members Opposing: none
 Members Abstaining: none
Motion Passes

- b. **Approval of Previous Minutes**
Motion made by: [Javon Norman](#); Seconded by: [Samuel Lim](#)
Members Approving: All (7)
Members Opposing: None (0)
Members Abstaining: None (0)
Motion Passes

IV. Discussion Items

- a. **Discussion Item 1: [School Data and Protocol Questions](#)**
- i. Exploring the APS insights website Norman and Hopkins learned about at G3 summit. Can do comparison with other APS schools.
 - ii. Taking time to look at CCRPI data and aps insights to get understanding of where we are and where we are going in terms of certain metrics used to track progress toward our mission.
 - iii. Discussed using Go-team to focus on “key messaging” for student recruitment to improve enrollment.
 - iv. KIPP opening a new high school? We need to be able to offer competitive programming as a neighborhood school
- b. **Discussion Item 2: [Strategic Plan Development](#)**
- i. Travis Norvelle from Go Team office present to answer questions regarding strategic plan development. Informed GO Team that the plan does not have to fit any specific format, we just must have one.
 - ii. Cluster – Our mission focuses on college and career readiness. Purpose Built is developing their own mission statement (there’s APS cluster and also Purpose Built cluster this is referring to Purpose Built cluster) We are waiting to hear what their final statement will say. Muhammad will report back and try to bring a Purpose Built rep to our next meeting to have their input when we finalize our Go Team mission statement based on what the Purpose Built one ends up being.
 - iii. Continued to discuss the nuances of how the Go Team strategic plan can work within the over-arching Purpose Built mission statement. Keeping in mind that increased enrollment and parent engagement are two main goals, we decided to fill out the Mission and Vision graphic organizer to help create a more robust picture of what else we need to work on within our school and where are strategic plan and action steps should focus.
 - iv. The following sections are from the “school priorities” section of the graphic organizer. We completed the school priorities portion and will return at next meeting to continue to the school strategies portion.
 - v. Section one : Academic Program:

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1. We are trying to expand programming to include a music and tech program for students; Trying to expand college and career into more dual enrollment and more work-based learning
 2. Discussed what our ability is to take into account surveying students about what type of programming they want while still maintaining Purpose Built model (new drama club, debate club in the works)
 3. Project-based learning remains a primary programming pillar in accordance with Purpose Built
 4. Atlanta College and Career academy allowing 65 of our students to be working into program
 5. Reminded that big problem is grad rate: right now if all our seniors graduate that is 58% of senior class. So we need to focus on both recruitment and retention/placement in other programs if Carver is not the right fit.
- vi. Talent Management:
1. Focus on hiring early
 2. Perhaps need better communication that PBSA is not different than APS for retirement
 3. Need more programs to be able to pay teacher leaders to have growth and upward trajectory in their careers. Topic to discuss with Purpose Built
- vii. Resources:
1. Food pantry and clothing drives ongoing
 2. COR to renovate archives for more wrap-around students
 3. Conversations occurring at Purpose Built for how to improve Chris180's access to students
- viii. Culture:
1. Culture development is ongoing. Need to remember we are teaching our students how to "do school".
 2. Max Smith continuous work with restorative circles.
 3. This winter = de-escalation training PD
- c. **Discussion Item 3: Family Engagement and Communications Committee Report**
- i. Committee chair Nunnally discovered we are allowed to build a custom model for our family engagement plan according to the unique needs of our community, so that's what the committee is going to start talking about at their first meeting (removing barriers +parent center?)
 - ii. This custom plan is called a "school designed model"
 - iii. Committee to see about bringing in parent voiced to discuss how they would like to engage with the school

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- iv. Family Engagement Committee to draft and sign the family engagement resolution after discernment of what the plan will look like

V. Information Items

- a. **Principal's Report**
 - i. Mr. Muhammad provide CCRPI comparison data showing Carver with an 11.4 pt increase
- b. **Budget**

VI. Announcements

- a. New member orientation needs to be completed both in person and online. Next in person orientation on Nov 14? Norman to follow up on date with new members.

VII. Adjournment

Motion made by: Javon Norman; Seconded by: [Samuel Lim](#)

Members Approving: All (7)

Members Opposing: None (0)

Members Abstaining: None (0)

Motion Passes

ADJOURNED AT 5:15 pm

Minutes Taken By: [Caterina Hopkins](#)

Position: [Carver STEAM GO Team Secretary](#)

Date Approved: