**Dunbar Elementary School**

**Date: January 25, 2024**

**Time: 4:30 pm**

**Location: Virtual Zoom**

1. **Call to order:** 4:38 p.m.
2. **Roll Call**

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| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Ernest Sessoms** | **Present** |
| **Parent/Guardian** | **Angela Harp** | **Present** |
| **Parent/Guardian** | **Lerisa Morris** | **Absent** |
| **Parent/Guardian** | **Ditiffany George** | **Absent** |
| **Instructional Staff** | **Dorris Howard** | **Present** |
| **Instructional Staff** | **Telecia Mangham** | **Absent** |
| **Instructional Staff** | **Tanisha Evans** | **Present** |
| **Community Member** | **Howard Grant** | **Present** |
| **Community Member** | **Nikki Cauthen** | **Present** |
| **Swing Seat** | **Chris Brown** | **Present** |
| **Student** *(High Schools)* | **N/A** |  |

**Quorum Established:** Yes

1. **Action Items**
	1. **Approval of Agenda:** Motion made by: Howard Grant; Seconded by: Tanisha Evans

Members Approving: Harp, Cauthen, Howard, Brown

Members Opposing: None

Members Abstaining: Chris Brown

**Motion** Passes

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

Motion made by: Tanisha Evans; Seconded by: Howard Grant

Members Approving: Howard, Cauthen, Harp

Members Opposing: None

Members Abstaining: None

**Motion** Passes

1. **Discussion Items**
	1. **Discussion Item 1**: Review Budget Development Process
		1. The principal provided an overview of the budget for members and the public.
		2. The Principal and GO Team ensured alignment to the school’s key priorities to gain a deeper understanding of the budget allocation.
		3. Mr. Sessoms went on to discuss the development of the budget process starting with the principal’s role which is to:
			1. Design the budget and propose changes to raise student achievement.
			2. Implement and manage them at a school level.
			3. Focus on day to day operations of the school
			4. Hire quality instructional and support personnel.
		4. The budget parameters FY25
			1. Weekly data review.
			2. Focus on literacy and math instructional practices.
			3. Intervention and small group instruction.
			4. International Baccalaureate school-wide implementation.
			5. After-school/ Saturday tutorial.
	2. **Discussion Item 2**: Budget Allocation Presentation
		1. The budget represents an investment plan for our school’s students, employees, and community.
		2. The budget recommendations are tied directly to the school’s strategic vision and direction.
		3. The proposed budget is $4,980,154.
2. **Information Items**
	1. **Principal’s Report**
		1. Mr.Sessoms discussed the submission of the 21st grant
		2. Preparation for Accreditation visit.
	2. **Information Item 2**
		1. Mr. Brown inquired about being compliant and making sure everyone has taken all necessary training**.**
3. **Announcements**
	1. **No further announcements**
4. **Adjournment**

Motion made by: Dorris Howard

**Motion** [Passes/Fails]

**ADJOURNED AT** 5:54pm

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**Minutes Taken By:** Tanisha Evans

**Position:** Secretary

**Date Approved:** [Insert Date When Approved]