

**West Manor Elementary School**

Date: **March 11, 2025**

Time: **3:00 PM**

Recording: [Meeting Recording](#)

- A. Call to order: 3:05 p.m.
- B. Roll Call

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Dr. Reginald Lawrence	Present
Parent/Guardian	Tiffany Hill	Present
Parent/Guardian	Kierra Lockett	Present
Parent/Guardian	Nadine Herrera	Absent
Instructional Staff	Timothy Edwards	Present
Instructional Staff	John Devia	Present
Instructional Staff	Trey Adams	Present
Community Member	Steven Williams	Absent
Community Member	Damion Allen	Absent
Swing Seat	Kimberly Smallwood	Present
Student <i>(High Schools)</i>	N/A	

Quorum Established: **Yes** or No]

**C. Action Items**

A. **Approval of Agenda:** Motion made by T. Edwards/ 2<sup>nd</sup> K. Lockett

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion **Passes**/Fails]

B. **Approval of Previous Minutes:** Motion made by: J. Devia/ 2<sup>nd</sup> T. Hill

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion **Passes**/Fails]

**C. Motion to Vote on Approved FY '26 Budget:** Motion made by: J. Devia/2nd T. Hill

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion [Passes/Fails]

**D. Discussion Items**

- After meeting with district leaders, Dr. Lawrence presented the approved draft budget for FY' 26 for members to vote

**E. Information Items**

**A. Principal's Report**

- Upcoming Spring Map Testing
- West Manor is listed on the small school's list due to enrollment being under 300 students.
- West Manor will host Century 21 Summer Program beginning in June

**F. Announcements**

- West Manor Basketball team playoff season to begin soon

**G. Adjournment**

Motion made by: T. Hill 2<sup>nd</sup> J. Devia

Members Approving: Unanimous

Members Opposing: None Members Abstaining: None

Motion [Passes/Fails]

**ADJOURNED AT 3:23 PM**

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**Minutes Taken By:** R Lawrence

**Position:** Principal

**Date Approved:**