

Initial Budget Meeting Minutes

Sutton Middle School

Date: January 26, 2021

Time: 5:00 pm

Location: Zoom

<https://atlantapublicschools-us.zoom.us/j/5553927879?pwd=RFpxdURsTjNiNzlxYnBVMExwUjQ4Zz09>

- I. Call to order: 5:05 pm
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Gail Johnson	Present
Parent/Guardian	Elizabeth (Lizzy) Wickland	Present
Parent/Guardian	Victoria Salzman	Present
Parent/Guardian	Meg Connelly	Present
Instructional Staff	Israel Vance	Present
Instructional Staff	Shelly Riddle	Present
Instructional Staff	Courtney Casso	Absent
Community Member	Liz Marie Rivera	Present
Community Member	Amber Muhammed	Present
Swing Seat	Colette Minnifield	Present
Student (High Schools)	N/A	

Guests Present: N/A

Quorum Established: Yes

III. Action Items

- **Approval of Agenda:** Motion made by: Meg Connelly; Seconded by: Shelly Riddle
Members Approving: All **Members Opposing:** None **Members Abstaining:** None
Motion Passes Unanimously
- **Approval of Previous Minutes:**
Motion made by: Shelly Riddle; Seconded by: Meg Connelly
Members Approving: All **Members Opposing:** None **Members Abstaining:** None
Motion Passes Unanimously

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IV. Discussion Items

- **Budget Allocation & Development Presentation:**
 - Reviewed the updated Strategic Plan based on changes made in the last meeting.
 - A few minor updates to be made with regard to wording in some places before it is finalized. For example – Suggestion for Bullet #4 (Key Performance Measures): % increase in students exiting from remedial reading as they matriculate to the 7th and 8th grade; and for Bullet #3 (Key Performance Measures): ...increasing the numbers and diversity...
 - Gail Johnson (principal) to provide some additional data to help with determining some of the changes – demographic; number of students participating in accelerated classes; number of dual-identified students.
 - PowerPoint presentation of Sutton Middle School's "Budget Development Process" by Gail Johnson (principal)
 - Provided an overview of the draft budget and received feedback.
 - GO Team ensured that the budget is aligned to the school's mission and vision and that resources are allocated to support key strategic priorities
 - Two key priorities shared and the rationale behind them:
 1. Implement Year 1 of DLI with fidelity and plan for future program expansion.
 2. Address learning gaps and learning loss due to the pandemic.
 - Budget represents an investment plan for students, employees and the school community.
 - Budget recommendations are tied directly to the school's strategic vision and direction.
 - Proposed budget for the general operations of the school and breakdown of allocations are shared.
 - Next steps:
 - February:
 - ✓ One-on-one Associate Superintendent discussions
 - ✓ Cluster Planning Session
 - ✓ Program Manager discussions and approvals
 - ✓ GO Team Feedback Meeting to discuss changes from meeting with district leadership
 - March:
 - ✓ HR Staffing Conferences (February 23rd - March 5th)
 - ✓ Final GO Team Budget Approval (March 5th - March 19th)

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V. Information Items

- **Principal's Report to include delayed reopening update**
 - Reopening schedule delayed for Grades 6-12 until February 16, 2021
 - Significant number of teachers approved for telework until May and some with COVID quarantines. Sutton is reflecting on the best model that will reflect the safety of staff and students. Discussion is planned with the district for feedback and approval before making a final decision.

VI. Announcements

- North Atlanta Town Hall Meeting is 1/27/2021 at 6pm
- Next GO Team Meeting (Budget Feedback) will be on 2/23/2021 at 5pm
- Next North Atlanta Cluster Meeting is on 2/10/2021
- PTA continues to be very supportive of the school and helping to meet any requests from the school.

VII. Public Comment

- Public comment was offered but no one signed up.

VIII. Adjournment

Motion made by: Israel Vance; Seconded by: Victoria Salzman

Members Approving: All

Members Opposing: None

Members Abstaining: None

Motion Passes Unanimously

ADJOURNED AT 6:42 pm

Minutes Taken By: Colette Minnifield

Position: Secretary

Date Approved: [Insert Date the Minutes are **APPROVED** by the GO Team]