

Meeting Minutes

Sutton Middle School
Date: 12/7/2020
Time: 5:00 pm
Location: Zoom ([Click Link](#))

- I. Call to order: 5:02 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	Absent
Swing Seat	Colette Minnifield	Present
Student (High Schools)	N/A	

Guests Present: N/A

Quorum Established: Yes

III. Action Items

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

- b. **Approval of Previous Minutes:**
 Amendment – Add Discussion Item: Task Force Assignments
 Motion made by: Victoria Salzman; Seconded by: Israel Vance
 Members Approving: All
 Members Opposing: None
 Members Abstaining: None

Motion Passes Unanimously

- c. **Action Item 1:** Approve Strategic Plan Priorities for 2020-2021

IV. Discussion Items

- a. **Discussion Item 1:** Strategic Plan Priorities –

- **Review Current SSP**
- **Make recommendations for updates and changes**

Each item on the School Strategic Plan was reviewed and recommendations were made for amendments that would fit the school's current culture and environment

- b. **Discussion Item 2:** Dual Language Immersion Updates

- Community information session to be held on 12/15/2020 at 6pm. This is an open session to share information. The Zoom link for this session is available on the Sutton website.
- The DLI Committee has been meeting monthly to plan for the implementation of DLI in the 2021-2022 school with the first cohort of 6th graders.
- A DLI tab is now available on the school website to find out more information about the program.

- c. **Discussion Item 3:** IBMYP Updates

- The second bimonthly learner profile attribute student of the month recognition will take place on 12/9/2020. This will be a drive through to celebrate the students. The students being awarded received invitations from the nominating teacher/s. The first one in October was a successful event.
- IB PLCs take place on the 2nd Monday of every month. The IB Coordinator provides continued support for the teachers with the implementation of the MYP.
- The IB Coordinator conducts weekly observations in classrooms and provides fast feedback to the teachers to support them with teaching through an IB lens.
- The IB Coordinator meets weekly with the North Atlanta IB Coordinator to ensure the progression of the MYP. They are reviewing the action plan to align with the new standards and practices in preparation for the next self-study and planning a partnership PL for the second semester (date TBD).

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- d. **Discussion Item 4:** January Reopening

- APS has announced reopening plans for January 2021

- Intent to Return will be sent tomorrow 12/9/2020 via email to Sutton parents to complete and submit.
- Sutton Parent Town Hall Meeting will take place on 12/10/2020 at 6pm to share information with parents on Sutton's plan to return.

V. Information Items

a. Principal's Report

- School has already begun preparedness plans for the proposed reopening in January.
- Asynchronous Wednesdays began on 12/3/2020. Work is posted for students to complete on this day.
- Student Support has begun with staff members working with groups of struggling students, e.g. where lack of attendance and failing grades are affecting their academic success.
- The first day of the FLEX Intervention Program at Sutton took place on Saturday 12/5/2020. It was a successful with positive feedback from students.
- Recruiting and engaging prospective 6th grade families in preparation for the 2021-2022 school year. Events are being planned, e.g. Virtual Roadshow for current 5th graders.

b. Task Force Assignments

- Parent members and community members were invited to consider being a part of the IB Coalition or Parent Engagement

VI. Announcements

- Meg Connelly will be attending the North Atlanta Cluster GO Team meeting tomorrow 10/9/2020 as the representative.

VII. Adjournment

Motion made by: Liz Marie Rivera: Seconded by: Meg Connelly

Members Approving: All

Members Opposing: None

Members Abstaining: None

Motion Passes Unanimously

ADJOURNED AT 7:13 pm

Minutes Taken By: Colette Minnifield

Position: Secretary

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