



STRONG SCHOOLS
START WITH ME!

MEETING NOTICE

School	Date	Time	Location
Springdale Park	8/25	5:15pm	Zoom

Notice Prepared By – Terry Harness Date Posted: 8/23

Meeting Agenda

(agenda may be amended)

This meeting [will/] allow for Public Comment

I. Action Items

- A. Approval of Agenda
- B. Fill Vacant Positions *(if applicable)*
- C. Fill Open Community Member Seat
- D. Fill Open Swing Seat
- E. *For High Schools:* Appoint Student Representatives
- F. Approval of Previous Minutes
- G. Election of Officers
 - i. Chair
 - ii. Vice-Chair
 - iii. Secretary
 - iv. Cluster Representative
- H. Review and Approve Public Comment Format
- I. Set GO Team Meeting Calendar
- J. Review, Confirm/Update, and Adopt GO Team Meeting Norms

II. Discussion Items *(add items as needed)*

- A. Discussion Item 1:
- B. Discussion Item 2:

III. Information Items *(add items as needed)*

- A. Principal's Report
- B. Information Item 2

Springdale Park Elementary

Date: 8/25

Time: 6:30pm

Location: Zoom

IV. Call to Order

V. Roll Call; Establish Quorum

VI. Action Items

- A. Approval of Agenda
- B. Fill Vacant Positions
- C. Fill Open Community Member Seat
- D. Fill Open Swing Seat
- E. *For High Schools:* Appoint Student Representatives
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- G. Election of Officers
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- H. Review and Approve Public Comment Format
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- J. Review, Confirm/Update, and Adopt GO Team Meeting Norms

VII. Discussion Items

- A. Discussion Item 1: Go Team Meeting Dates
- B. Discussion Item 2: Enrollment Projection Numbers
- C. Discussion Item 3: Covid Updates
- D. Discussion Item 4: Speed Camera and Crossing Guard

VIII. Information Items

- A. Principal's Report – School Improvement Plan
- B. Information Items
 - i. COVID Protocols
 - ii. Intervention & Enrichment Blocks (SPARK PLUG)
 - iii. Universal Screener

IX. Announcements

- A. New GO Team Member Training and Orientation

X. Public Comment

XI. Adjournment

Meeting Summary

[SCHOOL NAME]

Date: [insert date]

Time: [insert scheduled time]

Location: [insert meeting location]

XII. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Terry Harness	
Parent/Guardian	Honora Handley	
Parent/Guardian	Jenny Reiner	
Parent/Guardian	Sarah Caughron	
Instructional Staff	Macey Howard	
Instructional Staff	Jessica Correa	
Instructional Staff	Vacant	
Community Member	Brian Knight	
Community Member	Vacant	
Swing Seat	Vacant	
Student (High Schools)	N/A	

XIII. Action Items *(add items as needed)*

A. Approval of Agenda: Motion [Passes/Fails]

B. Fill Vacant Positions *(copy and complete table for each vacant position)*

Vacant Position:	[Parent, Staff, Community, Swing]
Appointee's Name:	

C. Fill Open Community Member Seat:

Open Position:	Community Member
Appointee's Name:	

D. Fill Open Swing Seat

Open Position:	Swing Seat
Appointee's Name:	

E. For High Schools: Appoint Student Representatives

Student Representative 1: [Insert Name of Student Representative]

Student Representative 2: [Insert Name of Student Representative]

F. Approval of Previous Minutes [Passes/Fails]

G. Election of Officers

i. Chair: Result: [Insert Name of Member Elected as Chair]

Meeting Summary

- ii. **Vice Chair: Result:** [Insert Name of Member Elected as Vice-Chair]
 - iii. **Secretary: Result:** [Insert Name of Member Elected as Secretary]
 - iv. **Cluster Representative: Result:** [Insert Name of Member Elected as Cluster Representative]
- H. **Approval of Public Comment Format: Motion** [Passes/Fails]
- I. **GO Team Meeting Calendar** (*GO Teams are required to have a minimum of 6 meetings, with at least 4 allowing for Public Comment*)

	Date	Time	Location	Public Comment Permitted? (Yes/No)
1				
2				
3				
4				
5				
6				
7				
8				

- J. **Adopt GO Team Norms Motion** [Passes/Fails]

XIV. Adjournment: Motion [Passes/Fails]

[SCHOOL NAME]
 Date: [insert date]
 Time: [insert scheduled time]
 Location: [insert meeting location]

XV. Call to order: [Insert actual Start Time of the meeting]

XVI. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal		
Parent/Guardian		
Parent/Guardian		
Parent/Guardian		
Instructional Staff		
Instructional Staff		
Instructional Staff		
Community Member		
Community Member		
Swing Seat		
Student (High Schools)		

Quorum Established: [Yes or No]

XVII. Action Items *(add items as needed)*

A. **Approval of Agenda:** Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

Motion [Passes/Fails]

B. **Fill Vacant Positions** *(copy and complete table for each vacant position)*

Vacant Position:	[Parent, Staff, Community, Swing]
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

C. **Fill Open Community Member Seat:**

Open Position:	Community Member
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

D. **Fill Open Swing Seat** *(copy and complete table for each nominee for each position – list winners where indicated)*

Open Position:	Swing Seat
Nominee's Name:	
Nominated by	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

SWING SEAT RESULT:

E. *For High Schools:* **Appoint Student Representatives**

Student Representative 1: [Insert Name of Student Representative]

Student Representative 2: [Insert Name of Student Representative]

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

Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

Motion [Passes/Fails]

G. **Election of Officers** *(copy and complete table for each nominee for each position – list winners where indicated)*

i. Chair: Result: [Insert Name of Member Elected as Chair]

Officer Position:	Chair
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

ii. Vice Chair: Result: [Insert Name of Member Elected as Vice-Chair]

Officer Position:	Vice Chair
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

iii. Secretary: Result: [Insert Name of Member Elected as Secretary]

Officer Position:	Secretary
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

iv. Cluster Representative: Result: [Insert Name of Member Elected as Cluster Representative]

Officer Position:	Cluster-Representative
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	

GO Team Members Abstaining	
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H. **Review and Approve Public Comment Format** [Insert or attach approved Public Comment Format] Motion to adopt made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining

Motion [Passes/Fails]

I. **Set GO Team Meeting Calendar** (*GO Teams are required to have a minimum of 6 meetings, with at least 4 allowing for Public Comment*)

	Date	Time	Location	Public Comment Permitted? (Yes/No)
1				
2				
3				
4				
5				
6				
7				
8				

J. **Review, Confirm/Update, and Adopt GO Team Meeting Norms**

Members Approving:

Members Approving:

Members Approving:

Motion [Passes/Fails]

XVIII. Discussion Items (*add items as needed*)

A. **Discussion Item 1:** [Add description of discussion item and brief summary of the discussion]

B. **Discussion Item 2:** [Add description of discussion item and brief summary of the discussion]

XIX. Information Items (*add items as needed*)

A. **Principal’s Report** [Add brief summary of the report and any resulting discussion]

- B. **Information Items** [Add brief summary of the item and any resulting discussion]
 - i. **COVID Protocols**
 - ii. **Intervention and Enrichment Blocks**
 - iii. **Universal Screener**
- XX. Announcements** [Add brief summary of the announcements]
- XXI. Adjournment**
 - Motion made by: [Insert Name]; Seconded by: [Insert Name]
 - Members Approving:
 - Members Opposing:
 - Members Abstaining:
 - Motion** [Passes/Fails]

ADJOURNED AT [Insert Actual Time]

Minutes Taken By: [Insert Name]

Position: [Insert Officer Position or GO Team Member]

Date Approved: [Insert Date When Approved]