

Budget Approval Meeting Minutes

HARPER-ARCHER ELEMENTARY SCHOOL

Date: **March 5, 2024**

Time: **5:00 PM**

Location: **Zoom**

- I. Call to order:
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Crystal January	Present
Parent/Guardian	Shaquanna Colbert – White	Absent
Parent/Guardian	Adzoa Reese	Present
Parent/Guardian	Nicole Berry	Absent
Instructional Staff	James Davis	Present
Instructional Staff	Narissa George	Present
Instructional Staff	Jadasea Moore	Present
Community Member	VACANT	
Community Member	Kevin Simmons	Present
Swing Seat	Kwame Abernathy	Present

Guests Present:

Quorum Established: **Yes**

III. Action Items

- A. **Approval of Agenda:** Motion made by: **James Davis**; Seconded by: **Kevin Simmons**
 Members Approving: Reese, George, Moore, Abernathy
 Members Opposing:
 Members Abstaining:
Motion Passes
- B. **Approval of Previous Minutes:** *List amendments to the minutes: None*
 Motion made by: **Adzoa Reese** Seconded by: **Kevin Simmons**
 Members Approving: Davis, Abernathy, George, Moore
 Members Opposing:
 Members Abstaining:
Motion [Passes/Fails]
- C. **Approval of the Budget** *(after final presentation/review):*

There was not a motion made to approve the budget. The team will meet Thursday, March 7, 2024 to continue discussion of the budget and approve the budget.

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

Members Approving:

Members Opposing:

Members Abstaining:

Motion [Passes/Fails]

IV. Discussion Items

A. Discussion Item 1: Presentation of the final budget

Dr. January shared her budget presentation. In the presentation, there were budget updates that included new changes made after the February 12, 2024 budget feedback meeting. These changes were made during the staffing conference. Some of the changes included a reduction in Parent Liaison from full-time to part-time and the addition of a full-time Behavior Specialist. Members of the team asked several questions regarding the addition of Behavior Specialist and the abolishment of other positions. Dr. January also discussed the plan for Title I Holdback funds which includes materials & supplies and teacher stipends.

After the questions and comments, Ms. Moore, co-chair and meeting facilitator, called for a motion to approve. No one from the team made a motion to approve. Ms. Moore expressed that she was unsure how to handle the situation. Dr. January reached out to the GO Team office for guidance regarding the “no motion” situation. Diane Jacobi from the GO Team office joined the call and reminded the team of the need to approve the budget prior to March 15, 2024. Dr. January also informed the team that impacted employees will need to be notified by the deadline set forth by the Human Resources department. There was more discussion. Then, Ms. Moore called for a motion to approve, again. No one from the team made a motion to approve.

Dr. January asked each member of the GO Team to state their concern with the budget. Each member of the GO Team shared their concern about approving the budget at that time. It was determined the team would reconvene in 48 hours to proceed with the budget approval process after they took the time to review the presentation and prepare questions, if needed. Ms. Jacobi asked the team to share any suggestions for the budget with Dr. January prior to the meeting.

The next meeting will be held on March 7, 2024 at 5:00 PM.

B. Discussion Item 2: Security Grant Survey

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Dr. January briefly discussed the Security Grant Survey. Some team members shared suggestions based on the survey – extra lighting on the field and track, additional cameras, and full-time SRO.

Due to the lengthy budget discussion, the grant survey discussion and ranking of priorities were tabled until the next meeting.

V. Information Items

A. Principal's Report

The principal's report will be shared at the next meeting.

VI. Announcements

GO Team declarations are still open. Please encourage parents and staff members to declare their candidacy.

VII. Adjournment

Motion made by: **James Davis** Seconded by: **Kwame Abernathy**

Members Approving: Reese, Simmons, Moore

Members Opposing:

Members Abstaining:

Motion Passes

ADJOURNED AT 6:49 PM

Minutes Taken By: James Davis

Position: Secretary

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