

Budget Allocation Meeting Minutes

Harper-Archer Elementary School
Date: Wednesday, February 1, 2023
Time: 4:30 PM
Location: Zoom

- I. Call to order: 4:35pm EST
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Crystal January	Present
Parent/Guardian	Shaquanna Colbert-White	Absent
Parent/Guardian	Alisha Vinson	Absent
Parent/Guardian	Erica Salaam	Present
Instructional Staff	James Davis	Present
Instructional Staff	Jadasea Moore	Present
Instructional Staff	Carla Maxberry	Present
Community Member	Kwame Abernathy	Absent
Community Member	Noki Crew	Absent
Swing Seat	Kevin Simmons	Present

Guests Present:

Quorum Established: [Yes]

III. Action Items

- a. **Approval of Agenda:** Motion made by: [Jadasea Moore]; Seconded by: [Erica Salaam]
Members Approving: Crystal January; Erica Salaam; James Davis; Jadasea Moore; Kevin Simmons; and Carla Maxberry
Members Opposing:
Members Abstaining:
Motion [Passes]
- b. **Approval of Previous Minutes:** *List amendments to the minutes:*
- c. Motion made by: [Jadasea Moore]; Seconded by: [Erica Salaam]
Members Approving: Crystal January; Erica Salaam; James Davis; Jadasea Moore; Kevin Simmons; and Carla Maxberry
Members Opposing:
Members Abstaining:

Budget Allocation Meeting Minutes

Motion [Passes]

d. **Motion to accept meeting Calendar**

e. **Approval of Agenda:** Motion made by: [Jadasea Moore]; Seconded by: [Erica Salaam]

Members Approving: Crystal January; Erica Salaam; James Davis; Jadasea Moore; Kevin Simmons; and Carla Maxberry

Members Opposing:

Members Abstaining:

Motion [Passes]

IV. Discussion Items (*Next Budget approval Meeting March 8th*)

a. **Review Budget Development Process**

i. Review and Update (*if necessary*) meeting calendar

b. **Budget Allocation Presentation:**

- i. Discussion included the Principal's Role of the FY24 Budget Process
- ii. Discussed the Strategic Plan and highlighted no changes in the mission and vision as well as the district and school priorities
- iii. Discussed the FY24 Budget Parameters that is targeted on reducing class sizes; maximize wrap around services; and increase Reading/Lexiles, writing, numeracy skills of scholars through STE(A)M experiences
- iv. Reviewed the budget = \$8.6M supporting 566 students which is a change of 53 students from prior year -> discussion included a detail review of line items within the budget. \$276K is flagged as CARES Allocation
- v. Additional Meetings – GO Team Feedback Meeting on 2/15/2023 and Final GO Team Budget Meeting on March 8, 2023

V. Information Items

- Principal's Report (Professional Learning: UVA, Wilson and ESOL)
- Deloitte Greenhouse Experience
- ACES
- WOW Days
- District Science Fair – 2nd Place Winner
- Instructional Technology Fair – 2nd Place Winners
- STE(A)M Parent Night
- Math Enrichment – Making Math'ing Math
- Blazing Writing Days
- Computer Science Focus – Includes Coding, Robotics, Animation, Game Design, Digital Marketing, and Programming

Scholars placed 2nd place in robotics competition

Budget Allocation Meeting Minutes

VI. Announcements

VII. Adjournment

Motion made by: [Jadasea Moore]; Seconded by: [Erica Salaam]

Members Approving: Crystal January; Erica Salaam; James Davis; Jadasea Moore; Kevin Simmons; and Carla Maxberry

Members Opposing:

Members Abstaining:

Motion [Passes]

ADJOURNED AT 5:01pm EST

Minutes Taken By: [Kevin Simmons]

Position: [GO Team Secretary]

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