

[Emma Hutchinson Elementary]

Date: [01/31/2024]

Time: [4:45 p.m.]

Location: [https://atlantapublicschools-us.zoom.us/j/8486526951?pwd=VGxSL01Gei9ZNXhIUeV2YUR4b2R5Zz09

Meeting ID: 848 652 6951

Passcode: tigers]

I. Call to order: [4:55]

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Ms.St. Joy	P
Parent/Guardian	Ms. Phillips	P
Parent/Guardian	Ms. Wilson	P
Parent/Guardian		
Instructional Staff	Ms.Clark	P
Instructional Staff	Ms.Manning	P
Instructional Staff	Ms.Dixon	P
Community Member	Ms. Ruffing	P
Community Member	Ms. Sullivan	P
Swing Seat		
Student (High Schools)		

Guests Present: [If someone has been invited someone to present to the GO Team, list the name(s) here; you do not have to list observers]

Quorum Established: [Yes]

III. Action Items (add items as needed)

- a. **Approval of Agenda:** Motion made by: [Manning]; Seconded by: [Ms.Dixon]  
 Members Approving: Dixon, Ruffing Members Opposing:  
 Members Abstaining:  
 Motion [Passes]
- b. **Approval of Previous Minutes:** List amendments to the minutes:

Motion made by: [Manning]; Seconded by: [Sullivan]

Members Approving: Clark and Ruffing Members

Opposing:

Members Abstaining:

**Motion [Passes]**

- c. **Strategic Plan Review and Update:** [Approved during last meeting]

Motion made by: [Manning]; Seconded by: [Dixon]

Members Approving: Ruffing, Manning, Clark

Members Opposing:

Members Abstaining:

**Motion [Passes]**

- d. **Ranking of Strategic Plan Priorities:** [Ranked and approved last meeting] Motion

made by: [Insert Name]; Seconded by: [Insert Name] Members Approving:

Members Opposing:

Members Abstaining:

**Motion [Passes/Fails]**

#### IV. Discussion Items *(add items as needed)*

- a. **Review Budget Development Process**

i. Review and Update *(if necessary)* meeting calendar [Go Team decided that we will combine this meeting as the initial and feedback meeting. Our next meeting we will review, make changes, and approve budget.]

- b. **Budget Allocation Presentation:** [The meeting will guide the budget process and we will review the budget options. Through this meeting we will gain understanding of the budget for 2024-2025 school year. The presentation included discussions around development process, strategic plan, budget parameters, school allocation, feedback, and budget functions. ]

- c. **Discussion Item 2:** [N/A]

#### V. Information Items *(add items as needed)*

- a. **Principal's Report** [Upcoming events are February Break week of Feb.19.2023 and MAP Assessment]

- b. **Information Item 2** [N/A]

#### VI. Announcements [N/A]

#### VII. Adjournment

Motion made by: [Manning]; Seconded by: [Sullivan]

Members Approving: Dixon, Clark, Manning Members

Opposing:

Members Abstaining: **Motion**  
[Pass]

**ADJOURNED AT** [5:46]

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**Minutes Taken By:** [Dixon- Secretary]

**Position:** [Secretary]

**Date Approved:** [03.12.2024]