**[Frederick W. Benteen Elementary School]**

**Date: [August 26, 2019]**

**Time: [3:30]**

**Location: [Conference Room]**

1. **Call to order:** [3:54]
2. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Dr. Andrew Lovett** | **Present** |
| **Parent/Guardian** | **Ms. Vanessa Sanchez** | **Present** |
| **Parent/Guardian** | **Dr. Tonya Sims** | **Present** |
| **Parent/Guardian** | *Vacant* |  |
| **Instructional Staff** | **Ms. Kai Jackson** | **Present** |
| **Instructional Staff** | **Mrs. Wilma Brightharp** | **Present** |
| **Instructional Staff** | **Ms. Michelle Partridge** | **Present** |
| **Community Member** | **Jim Williamson** | **Present** |
| **Community Member** | **Lance Roberson** | **Present** *(called in on the phone)* |
| **Swing Seat** | **Brian Bowers** | **Present** |
| **Student** *(High Schools)* |  |  |
| **Guest** | **Ms. Diane Jacobi** |  |
| **Guest** | **Mr. Gerard Latimore** |  |
| **Guest** | **Mr. Christian Padgett** |  |

**Quorum Established:** [Yes]

1. **Action Items** *(add items as needed)*
   1. **Approval of Agenda:** Motion made by: [Ms. Wilma Brightharp]; Seconded by: [Jim Williamson]

Members Approving: All present

Members Opposing: None

Members Abstaining: None

**Motion** [Passes]

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

|  |  |
| --- | --- |
| **Vacant Position:** | **[Parent]** |
| **Nominee’s Name:** |  |
| GO Team Members  **In favor** |  |
| GO Team Members **Opposed** |  |
| GO Team Members **Abstaining** |  |

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

|  |  |
| --- | --- |
| **Open Position:** | **Community Member** |
| **Nominee’s Name:** | Mr. Jim Williamson |
| GO Team Members  **In favor** | All present |
| GO Team Members **Opposed** | None |
| GO Team Members **Abstaining** | None |

* 1. **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:** | Mr. Brian Bowers |
| **Nominated by** | Dr. Andrew Lovett |
| GO Team Members  **In favor** | All present |
| GO Team Members **Opposed** | None |
| GO Team Members **Abstaining** | None |

**SWING SEAT RESULT: Mr. Brian Bowers**

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

Motion made by: [Mrs. Wilma Brightharp]; Seconded by: [Ms. Michelle Patridge]

Members Approving: All present

Members Opposing: None

Members Abstaining: None

**Motion** [Passes]

* 1. **Election of Officers** *(copy and complete table for each nominee for each position – list winners where indicated)*
     1. **Chair: Result:** [Dr. Tonya Sims]

|  |  |
| --- | --- |
| **Officer Position:** | **Chair** |
| **Nominee’s Name:** | Dr. Tonya Sims |
| GO Team Members  **In favor** | All present |
| GO Team Members **Opposed** | None |
| GO Team Members **Abstaining** | None |

* + 1. **Vice Chair: Result:** [Mrs. Wilma Brightharp]

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| --- | --- |
| **Officer Position:** | **Vice Chair** |
| **Nominee’s Name:** | Mrs. Wilma Brightharp |
| GO Team Members  **In favor** | All present |
| GO Team Members **Opposed** | None |
| GO Team Members **Abstaining** | None |

* + 1. **Secretary: Result:** [Ms. Kai Jackson]

|  |  |
| --- | --- |
| **Officer Position:** | **Secretary** |
| **Nominee’s Name:** | Ms. Kai Jackson |
| GO Team Members  **In favor** | All present |
| GO Team Members **Opposed** | None |
| GO Team Members **Abstaining** | None |

* + 1. **Cluster Representative: Result:** [Mr. Jim Williamson]

|  |  |
| --- | --- |
| **Officer Position:** | **Cluster-Representative** |
| **Nominee’s Name:** | Mr. Jim Williamson |
| GO Team Members  **In favor** | All present |
| GO Team Members **Opposed** | None |
| GO Team Members **Abstaining** | None |

* 1. **For High Schools: Appoint Student Representative**

**Student Representative:** [Insert Name of Student Representative]

* 1. **Review and Approve Public Comment Format** [Insert or attach approved Public Comment Format] Motion to adopt made by: [Ms. Kai Jackson]; Seconded by: [Michelle Partridge]

Members Approving: All present

Members Opposing: None

Members Abstaining: None

**Motion** [Passes]

* 1. **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** | **August 26, 2019** | **3:30** | **Benteen Elementary Conference Room** |  |
| **2** | **November 4, 2019** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **3** | **January 27, 2020** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **4** | **February 24, 2020** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **5** | **March 9, 2020** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **6** | **April 20, 2020** | **3:30** | **Benteen Elementary Conference Room** | **Yes** |
| **7** | **TBD** | **3:30** | **Benteen Elementary Conference Room** |  |
| **8** |  |  |  |  |

* 1. **Review, Confirm/Update, and Adopt GO Team Meeting Norms** Motion to adopt made by: [Ms. Michelle Partridge]; Seconded by: [Dr. Tonya Sims]

Members Approving: All present

Members Approving: None

Members Approving: None

**Motion** [Passes]

1. **Discussion Items** *(add items as needed)*
   1. **Discussion Item 1**: [Principal Overview; School mission, vision, theme and motto (“We are Benteen”]
   2. **Discussion Item 2**: [EBD unit added to Benteen Elementary]
   3. **Discussion Item 3**: [2nd highest culture employee engagement survey (among the top on the district)
   4. **Discussion Item 4**: [Benteen implemented 2 IB planners 2018-2019 school year; entering into year 3 of candidacy]
   5. **Discussion Item 5:** [2018 CCRPI 64.5 3 star climate school]
   6. **Discussion Item 6**: [2017-2018 Georgia Milestone Data Review]
   7. **Discussion Item 7**: [More planning for teachers to plan strategically]
2. **Information Items** *(add items as needed)*
   1. **Principal’s Report** [Plan of Action]
   2. **Information Item 2** [Dual Language Immersion; 2019-2020 Enrollment Projections; more planning time allotted to teachers to enhance strategic planning and implementation of lessons]
3. **Announcements** [Jim Williamson presented an idea to raise PTA involvement; GO Team Summit Saturday, September 28, 2019 at King Middle School]
4. **Adjournment**

Motion made by: [Mrs. Wilma Brightharp]; Seconded by: [Mr. Jim Williamson]

Members Approving: All present

Members Opposing: None

Members Abstaining: None

**Motion** [Passes]

**ADJOURNED AT** [5:12]

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**Minutes Taken By:** [Ms. Kai Jackson]

**Position:** [Secretary]

**Date Approved:** [November 4, 2019]