**[Benteen Elementary School]**

**Date: [January 27, 2020]**

**Time: [3:30]**

**Location: [Conference Room]**

1. **Call to order:** [3:42]
2. **Roll Call**

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| --- | --- | --- |
| **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** | Ms. Wilma Brightharp | Present |
| **Instructional Staff** | Ms. Michelle Partridge | Present |
| **Community Member** | Mr. Jim Williamson | Present |
| **Community Member** | Vacant |  |
| **Swing Seat** |  |  |
| **Student** *(High Schools)* |  |  |

**Guests Present:** [Mr. Gerard Latimore, Mr. Christian Padgett]

**Quorum Established:** [Yes]

1. **Action Items** *(add items as needed)*
   1. **Approval of Agenda:** Motion made by: [Ms. V. Sanchez]; Seconded by: [Ms. M. Partridge]

Members Approving: All members in attendance

Members Opposing: N/A

Members Abstaining: N/A

**Motion** [Passes]

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

Motion made by: [Ms. V. Sanchez]; Seconded by: [Ms. M. Partridge]

Members Approving: All members in attendance

Members Opposing: N/A

Members Abstaining: N/A

**Motion** [Passes]

* 1. **Action Item 1:** [Strategic Plan Review]

Motion made by: [Ms. W. Brightharp]; Seconded by: [Ms. M. Partridge]

Members Approving: All members in attendance

Members Opposing: N/A

Members Abstaining: N/A

**Motion** [Passes]

1. **Discussion Items** *(Strategic Plan Review )*
   1. **Discussion Item 1**: [Strategic Plan Review: considering modifying school’s mission statement because or length and wordiness; priorities are still the same; school strategies are consistent; next year we will add IB planners as scope and sequence; 3rd year as a candidate school; culture- still improving/increasing school imprint around the school and within the community]
   2. **Discussion Item 2**: [FY20 Budget Training: watched training video; completed survey assessment]
   3. **Discussion Item 3**: [FY20 Budget Development Presentation: reviewed Executive Summary; discussed school’s allocations for the 2020-2021 school year]
2. **Information Items** *(add items as needed)*
   1. **Principal’s Report** [Reviewed Strategic Plan]
3. **Announcements** [Declaration for candidate for GO Teams opens early February; Reminder for non-APS members to reset APS e-mail password; Welcome new parent Yajarah Martinez; Benteen Foundation is active now; Dine out at Sweet Auburn BBQ 4-10 pm; 4th-5th grade girls participated in the Helen Ruffin Reading Bowl (first year as an all girls team; Young Georgia’s Authors Competition deadline for submissions on February 3, 2020; Jax Penguino (4th grade student) represented Benteen at the District Spelling Bee]
4. **Adjournment**

Motion made by: [Ms. W. Brightharp]; Seconded by: [Ms. K. Jackson]

Members Approving: All members in attendance

Members Opposing: N/A

Members Abstaining: N/A

**Motion** [Passes]

**ADJOURNED AT** [4:46]

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

**Position:** [Secretary]

**Date Approved:** [2/24/2020]