**Peyton Forest Elementary School**

**Date: December 16, 2020**

**Time: 2:30pm**

**Location: Virtual**

1. **Call to order:** 2:37 pm
2. **Roll Call**

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| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Cynthia Gunner** | **Present** |
| **Parent/Guardian** | **James Drue** | **Absent** |
| **Parent/Guardian** | **Courtney Smith** | **Absent** |
| **Parent/Guardian** | **Benita Ross** | **Present** |
| **Parent/Guardian** |  | **Absent** |
| **Instructional Staff** | **Corey Gray** | **Present** |
| **Instructional Staff** | **Donovan Davis** | **Present** |
| **Instructional Staff** | **Lynair Alston** | **Present** |
| **Community Member** | **Tamera Hunter** | **Absent** |
| **Community Member** | **TBD** |  |
| **Swing Seat** | **Ivette Redfield** | **Present** |
| **GO Team Advocate** | **Diane Jacobi** | **Present** |

* **Norms will remain consistent with those set in place from last term**
  + **Sign-in to all meetings on time**
  + **Respect different perspectives from those on the Team and those making public comment**
  + **Remain actively engaged in and out of our meetings**
* **Mrs. Gunner solicited clarification from District Governance Team Representative Diane Jacobi if there is a rule that prevents Peyton Forest GO Team Secretary from running the meeting. Mrs. Jacobi confirmed that no rule prevented this format.**

**Quorum Established:** Yes

1. **Action Items** *(add items as needed)*
   1. **Approval of Agenda:** Motion made by: Ivette Redfield ; Seconded by: Donovan Davis

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

* 1. **Approval of Previous Minutes:** *List amendments to the minutes: None*

Consensus

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

* 1. **Review and Approve Strategic Plan Priorities for 2020-2021**
     1. **The Strategic Plan Priorities were distributed for member review via email on 12/9/2020. The Plan is also available for review on the GO Team Website. The Plan was reviewed before motion to adopt. Plan has F2F model priorities, if APS returns to full virtual learning, additional provisions will be considered.**

Motion to adopt made by: Redfield; Seconded by: Lanai Alston

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

**Public Comment:**

* **Public Comment Format: Parents will sign-up for a speaking slot through Sign-up Genius (online platform) and will be granted 4 minutes to speak during the meeting.**
* **Sign up Genius will be accessed on the Peyton Forest Website and available for the December Meeting**
  + **12/16/2020 Time Slots**
    - **3:20pm –** No sign up
    - **3:24pm–** No sign up
  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 (Yes/No)** |
| **1** | **November 18, 2020** | **230 PM** | **Zoom** | **No** |
| **2** | **December 16, 2020** | **2:30 PM** | **Zoom** | **Yes** |
| **3** | **January 20, 2021** | **2:30 PM** | **Zoom** | **Yes** |
| **4** | **February 17, 2021** | **2:30 PM** | **Zoom** | **Yes** |
| **5** | **March 17, 2021** | **2:30 PM** | **Zoom** | **Yes** |
| **6** | **April 21, 2021** | **2:30 PM** | **Zoom** | **TBD** |
| **7** | **May 19, 2021** | **2:30 PM** | **Zoom** | **TBD** |
| **8** |  |  |  |  |

1. **Discussion Items** *(add items as needed)*
   1. **Discussion Item 1**: Reopening Plan has been shared with staff. APS will be opening for a hybrid model in January of 2020. Currently, APS Offices open 1/4/2020. Teacher, School Staff and Administration will all be on campus beginning 1/19/2020. Students will return in a phased in model.
   2. **Discussion Item 2**: January meeting will discuss and approve the Budget. Members are advised to review the online GO Team Budget Planning Training module. Access to members only GO Team internet material was reviewed. Password was shared to members.
   3. **Discussion Item 3**: Community Chair recruitment is a vital element. Gunner will reach out to Pastors and invite one to join our team. The 60 day Deadline for Community Chair is approaching.
   4. **Discussion Item 4:** Redfield will share email for Tamera Hunter with Diane.
   5. **Discussion Item 5:**
2. **Information Items** *(add items as needed)*
   1. **Principal’s Report** [Add brief summary of the report and any resulting discussion]

* The Intervention Plan tutoring program was a success. Students in need of F2F support was provided on campus classes on Tuesdays and Thursdays.
* **We have received an additional $27,000 due to leveling. Used this funding for PPE equipment, individual student plexus-glass dividers, disposable masks, and materials for recess. Will need to purchase more Chromebooks as many of them have been distributed to families.**
* **Reopening plans for January: Students will remain in the classroom for the duration of the day, outside of recess and PE. Students will eat in classrooms and each classroom will receive their own set of playground/recess materials to use.**
* **Staff Updates: Vacancy in First Grade Position, currently open.**
* **Attendance Updates: 45-50 students are absent each day with 20 of these students consistently being absent. The other group varies day to day.** 
  1. **Information Item 2:** School Reopening Plan, District is currently undecided in regards to return date and Asynchronous Days. Peyton Forest Principal has an opinion which would be the best plan for students and staff of Peyton Forest in regards to safety and support. This plan will be made public when clearer details are identified.

1. **Announcements** No additional Announcements
2. **Adjournment**

Motion made by: Redfield; Seconded by: Gunner

Members Approving: All

Members Opposing: None

Members Abstaining: None

**Motion** Passes

**ADJOURNED AT** 3:10 PM

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**Minutes Taken By:** Ivette Redfield

**Position:** Secretary

**Date Approved:**