**[Toomer Elementary]**

**Date: [November 21, 2019]**

**Time: [4:30 pm]**

**Location: [Toomer Library]**

1. **Call to order:** [4:36 pm]
2. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Caroline Brown** | **Present** |
| **Parent/Guardian** | **Catherine Harper** | **Present** |
| **Parent/Guardian** | **Celeste Walley-Jean** | **Present** |
| **Parent/Guardian** | **Bianca Betts** | **Present** |
| **Instructional Staff** | **JaBria Cooper** | **Present** |
| **Instructional Staff** | **Kaitlin Clark** | **Present** |
| **Instructional Staff** | **Khadija Washington** | **Present** |
| **Community Member** | **Vijay Makar** | **Absent** |
| **Community Member** | **Neill Davis** | **Present** |
| **Swing Seat** | **Joseph Wang** | **Present** |

**Quorum Established:** [Yes]

1. **Action Items** *(add items as needed)*
   1. **Approval of Agenda:** Motion made by: [Neil Davis]; Seconded by: [Celeste Walley Jean]

Members Approving: unanimous

Members Opposing:

Members Abstaining:

**Motion** [Passes]

1. **Discussion Items**
   1. **Data Review**
   2. **Strategic Plan Priorities**
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2. **Information Items**
   1. Principal’s report: CCRPI Notice & Wonderings
3. **Announcements**
4. **Public Comment**
   1. **none**
5. **Adjournment**

Motion made by: [Kaitie Clark]; Seconded by: [Celeste Walley-Jean]

Members Approving: Unanimous

Members Opposing:

Members Abstaining:

**Motion** [**Passes**]

**ADJOURNED AT** [5:43 PM]

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**Minutes Taken By:** [Kaitie Clark ]

**Position:** [Secretary]

**Date Approved:** 1/21/2020