

West Manor Elementary School

Date: **August 13, 2024**

Time: **3:00 PM**

Recording: [Meeting Recording](#)

I. Call to order: 3:03 PM

Role	Name (or Vacant)	Present or Absent
Principal	Dr. Reginald Lawrence	Present
Parent/Guardian	Tiffany Hill	Absent
Parent/Guardian	Kierra Lockett	Absent
Parent/Guardian	Nadine Herrera	Absent
Instructional Staff	Dr. Marcy Thurmond	Present
Instructional Staff	John Devia	Present
Instructional Staff	Trey Adams	Present
Community Member	Steven Williams	Absent
Community Member	Damion Allen	Present
Swing Seat	Kimberly Smallwood	Present
Student (High Schools)	N/A	
Student (High Schools)	N/A	

Quorum Established: **Yes** or No]

II. Action Items

A. **Approval of Agenda:** Motion made by: [\[T. Adams\]](#); Seconded by: [\[S. Thomas\]](#)

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion **Passes**/Fails]

B. Fill Vacant Positions

Vacant Position:	<i>Community Member</i>
Nominee's Name:	Steven Williams
GO Team Members In favor	R. Lawrence, M. Thurmond, J. Devia, T. Adams, D. Allen, K. Smallwood

GO Team Members Opposed	None
GO Team Members Abstaining	None

- C. **Approval of Previous Minutes:** *List any amendments to the minutes: No amendments were made*

Motion made by: [T. Adams]; Seconded by: [S. Thomas]

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

- D. **Election of Officers and Representatives** *(copy and complete table for each nominee for each position – list winners where indicated)*

i. **Chair: Result:** Kimberly Smallwood

Officer Position:	Chair
Nominee Name	GO Team Members In favor of Nominee
Kimberly Smallwood	M. Thurmond, J. Devia, T. Adams, D. Allen, K. Smallwood, D. Allen, S. Thomas

GO Team Members who **ABSTAINED** from voting: None

ii. **Vice Chair: Result:** Marcy Thurmond

Officer Position:	Vice Chair
Nominee Name	GO Team Members In favor of Nominee
Marcy Thurmond	J. Devia, T. Adams, K. Smallwood, M. Thurmond, S. Thomas, D. Allen

GO Team Members who **ABSTAINED** from voting: None

iii. Secretary: Result: [Trey Adams](#)

Officer Position:	Secretary
Nominee Name	GO Team Members In favor of Nominee
Trey Adams	M. Thurmond, J. Devia, T. Adams, D. Allen, K. Smallwood, D. Allen, S. Thomas

GO Team Members who **ABSTAINED** from voting: None

iv. Cluster Representative: Result: [Stephanie Thomas](#)

Officer Position:	Cluster-Representative
Nominee Name	GO Team Members In favor of Nominee
Stephanie Thomas	J. Devia, T. Adams, K. Smallwood, M. Thurmond, S. Thomas, D. Allen

GO Team Members who **ABSTAINED** from voting: None

E. Review and Approve Public Comment Protocol

Twenty minutes are allotted for public comment at the end of the GO Team meeting agenda.

Stakeholders wishing to comment must email the chairperson at least one day prior to the meeting.

Each speaker will be granted two minutes to make a comment.

The timekeeper will hold up a red card to give the speaker a 30-second warning.

A timer will sound off once the two minutes have ended.

Motion to adopt made by: [K. Smallwood]; Seconded by: [M. Thurmond]

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

F. **Set GO Team Meeting Calendar** (*GO Teams are required to have a minimum of 6 business meetings, with at least 4 allowing for Public Comment*)

G. **Review, Confirm/Update, and Adopt GO Team Meeting Norms**

- This is a meeting of the GO Team.
- Only members of the team may participate in the discussion.
- Any members of the public present are here to quietly observe.
- We will be fully present. •
- We will follow the agenda as noticed to the public and stay on task.
- We will be respectful of each other at all times.
- We will be open-minded.
- We invite and welcome contributions of every member and listen to each other.
- We will respect all ideas and assume good intentions.

	Date	Time	Virtual or Hybrid	Time for Public Comment? (Yes/No)
1	Tuesday, August 13, 2024	3:00 PM	Virtual	No
2	Tuesday, September 10, 2024	3:00 PM	Virtual	Yes
3	Tuesday, October 8, 2024	3:00 PM	Virtual	Yes
4	Tuesday, November 12, 2024	3:00 PM	Virtual	Yes
5	Tuesday, February 11, 2025	3:00 PM	Virtual	Yes
6	Spring meeting dates to be determined at a later time.			
7				
8				

Motion to adopt made by: [S. Thomas]; Seconded by: [M. Thurmond]

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

III. Discussion Items

- A. **Discussion Item 1:** Dr. Lawrence provided an update on current enrollment which stands at 235 students.
- B. **Discussion Item 2:** Dr. Lawrence shared that at the current time, there is no need to level any teachers or staff members

IV. Information Items

- A. **Principal's Update:** Fall Map testing is to begin soon.
- B. **Information Items**

V. Announcements

- Skate Night - September 6th
- 21st Century After School Program begins on September 9th

VI. Adjournment

Motion made by: [T. Adams]; Seconded by: [S. Thomas]

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

ADJOURNED AT 3:30 PM

Minutes Taken By: T. Adams

Position: Secretary

Date Approved: August 14, 2024