**West Manor Elementary School**

**Date: September 22, 2020**

**Time: 4:00 PM**

**Location: Virtual via Zoom**

1. **Roll Call**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name** *(or Vacant)* | **Present or Absent** |
| **Principal** | **Dr. Reginald Lawrence** | **Present** |
| **Parent/Guardian** | **\*Candidate Crystal Hall – Invited** | **Absent** |
| **Parent/Guardian** | **\*Candidate Leah McAllister – Invited** | **Absent** |
| **Parent/Guardian** | **Christan Duncan** | **Absent** |
| **Instructional Staff** | **Kimberly Smallwood** | **Present** |
| **Instructional Staff** | **Dietrice Bennet** | **Present** |
| **Instructional Staff** | **Azuree Walker** | **Present** |
| **Community Member** | **Margaret Vaughn** | **Present** |
| **Community Member** |  |  |
| **Swing Seat** | **Mariel Lawrence** | **Present** |
| **Student** *(High Schools)* | **N/A** |  |

1. **Action Items** 
   1. **Approval of Agenda:** **Motion** [Passes/Fails]
   2. **Fill Vacant \*Vacant positions will be filled during our October 2020 meeting pending election results**

|  |  |
| --- | --- |
| **Vacant Position:** | **[Parent, Staff, Community, Swing]** |
| **Appointee’s Name:** |  |

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

|  |  |
| --- | --- |
| **Open Position:** | **Community Member** |
| **Appointee’s Name:** |  |

* 1. **Fill Open Swing Seat**

|  |  |
| --- | --- |
| **Open Position:** | **Swing Seat** |
| **Appointee’s Name:** |  |

* 1. **Approval of Previous Minutes** [Passes/Fails]
  2. **Election of Officers \*Election of Officers will occur during the October 2020 meeting**
     1. **Chair: Result:** [Insert Name of Member Elected as Chair]
     2. **Vice Chair: Result:** [Insert Name of Member Elected as Vice-Chair]
     3. **Secretary: Result:** [Insert Name of Member Elected as Secretary]
     4. **Cluster Representative: Result:** [Insert Name of Member Elected as Cluster Representative]
  3. **Approval of Public Comment Format:** **Motion** [Passes/Fails]

* 1. **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** | **September 22, 2020** | **4:00 PM** | **Virtual via Zoom** | **No** |
| **2** | **October 20, 2020** | **4:00 PM** | **Virtual via Zoom** | **Yes** |
| **3** | **November 17, 2020** | **4:00 PM** | **Virtual via Zoom** | **Yes** |
| **4** | **January 19, 2021** | **4:00 PM** | **Pending Public Health Status** | **Yes** |
| **5** | **February 16, 2021** | **4:00 PM** | **Pending Public Health Status** | **Yes** |
| **6** | **March 16, 2021** | **4:00 PM** | **Pending Public Health Status** | **Yes** |
| **7** | **April 20, 2021** | **4:00 PM** | **Pending Public Health Status** | **Yes** |
| **8** |  |  |  |  |

* 1. **Adopt GO Team Norms Motion** [Passes/Fails]

1. **Discussion Items**

* **Discussion Item 1:** Introduce GO Team Candidates

1. GO Team candidates received a meeting invitation, however none of the candidates were able to attend.
2. **Information Items**

* **Principal’s Report**
  1. Virtual learning update
  2. Renovation update
* IB Policy Review

**Adjournment: Motion** [Passes/Fails]