

Meeting Minutes

West Manor Elementary School

Date: February 11, 2025

Time: 3:00 PM

Recording: [Meeting Recording](#)

A. Call to order: 3:12 p.m.

B. Roll Call

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

Quorum Established: [Yes](#) or No]

C. Action Items

A. Approval of Agenda: Motion made by J. Devia/ 2nd K. Lockett

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion [Passes/Fails](#)

B. Approval of Previous Minutes: Motion made by: J. Devia/ 2nd T. Adams

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion [Passes/Fails](#)

Meeting Minutes

C. Motion to Fill Vacant Instructional Staff Member Seats: Motion made by: R.

Lawrence/ 2nd T. Adams / T. Hill

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion [Passes/Fails]

D. Discussion Items

- Dr. Lawrence presented the approved draft budget for FY' 26
- Dr. Lawrence to attend staffing conferences with the associate superintendent and district leaders by February 14th.
- GO Team to vote on final budget during the March 2025 meeting.

E. Information Items

A. Principal's Report

- i. No updates from Dr. Lawrence were discussed at this meeting

F. Announcements

- I. West Manor Basketball team to begin hosting games at the school

G. Adjournment

Motion made by: T. Edwards motioned ; 2ndT. Hill

Members Approving: Unanimous

Members Opposing: NoneMembers Abstaining: None

Motion [Passes/Fails]

ADJOURNED AT 3:42 PM

Minutes Taken By: R Lawrence

Position: Principal

Date Approved: March 11, 2025