

Meeting Minutes

West Manor Elementary School

Date: **September 10, 2024**

Time: **3:00 PM**

Recording: [Meeting Recording](#)

A. Call to order: **3:04 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	Dr. Marcy Thurmond	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	

Guests Present: **D. Jacobie, W. Howe**

Quorum Established: **[Yes or No]**

C. Action Items

A. Approval of Agenda: Motion made by: M. Thurmond/ 2nd T. Adams

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion **[Passes/Fails]**

B. Vacant Positions

Cluster Representative: J. Devia nominated by Smallwood, 2nd T. Adams

Members Approving: All

Members Opposing: None

Members Abstaining: N/A

Motion **[Passes/Fails]**

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C. Approval of Spring Meeting Dates:

Meeting Dates: **February 11, 2025, March 11, 2025, April 15, 2025**

D. Strategic Planning, Data, and Leveling Presentation

E. Discussion Items

- 21st Century Afterschool program began on September 9th
- Earned extra DSE teacher
- The first PTO meeting is scheduled for Thursday, September 12th
- Dot Day will be celebrated on Monday, September 16th
- Hispanic Heritage Month begins September 15th

F. Information Items

A. Principal's Report

G. Announcements First PTO meeting 9/12 6pm

H. Adjournment

Motion made by: M. Thurmond motioned ; 2nd T. Adams

Members Approving: Unanimous

Members Opposing: None **Members Abstaining:** None

Motion [Passes/Fails]

ADJOURNED AT 3:36 PM

Minutes Taken By: R Lawrence

Position: Principal

Date Approved: [Insert Date the Minutes are **APPROVED** by the GO Team]