

Meeting Summary

Morningside Elementary School

Date: 8-21-24

Time: Start Time 5:03pm

Recording:

I. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Audrey Sofianos	Present
Parent/Guardian	Kristen Cincotta	Present
Parent/Guardian	Chappelle Washington Freer	Present
Parent/Guardian	Brooke Linefsky	Present
Instructional Staff	Kristina Davis	Present
Instructional Staff	Allison Espelosin	Present
Instructional Staff	Amelia Morel	Present
Community Member	Betsy McKay	Absent
Community Member	Vacant	
Swing Seat	Kareem Hall	Present

II. Action Items

A. **Approval of Agenda: Motion:** Passes Unanimously

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

Open Position:	Community Member
Appointee's Name:	

C. **Approval of Previous Minutes:** Passes Unanimously

D. **Election of Officers and Representatives**

i. **Chair: Result:** Brooke Linefsky, Unanimously Passed

ii. **Vice Chair: Result:** Amelia Morel, Unanimously Passed (Motion Freer, 2nd Cincotta)

iii. **Secretary: Result:** Kristina Davis, Unanimously Passed, (Motion Hall, 2nd Espelosin)

iv. **Cluster Representative: Result:** Chappelle Washington Freer, Unanimously Passed, (Motion Hall, 2nd Cincotta)

E. **Approval of Public Comment Protocol: Motion** (Passes Unanimously, Motion Morel, 2nd Espelosin)

F. **GO Team Meeting Calendar**

	Date	Time	Virtual or Hybrid	Time for Public Comment? (Yes/No)
1	8/21/2024	5:00 PM	Virtual	No
2	9/18/24	3:00 PM	Cafe	Yes
3	10/9/24	5:00 PM	Library	Yes
4	11/20/24	3:00 PM	Library	Yes
5	1/22/25	5:00 PM	Library	Yes
6	2/5/25	3:00 PM	Library	Yes
7	3/5/25	5:00 PM	Library	Yes
8	4/23/25	3:00 PM	Library	Yes

G. **Adopt GO Team Norms Motion** [Unanimously Passed, Motion Davis, 2nd Morel]

H. **Announcements**

- Dr. Johnson has a survey available regarding his 100-day plan.
- Cluster Advisory is September 18th at 5pm.
- New GO Team Members, please make sure to look for your EliS training email and do your trainings.

III. **Adjournment: Motion 6:11pm**

Unanimously Passes (Motion Hall, 2nd Morel)

[SCHOOL NAME]

Date: [insert date]

Time: [insert scheduled time]

Recording: [insert meeting recording link]

- I. Call to order: [Insert actual Start Time of the meeting]
- II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal		
Parent/Guardian		
Parent/Guardian		
Parent/Guardian		
Instructional Staff		
Instructional Staff		
Instructional Staff		
Community Member		
Community Member		
Swing Seat		
Student (High Schools)		
Student (High Schools)		

Quorum Established: [Yes or No]

III. Action Items *(add items as needed)*

- A. **Approval of Agenda:** Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

Motion [Passes/Fails]

- B. **Fill Vacant Positions** *(copy and complete table for each vacant position and indicate the individual who will fill the seat)*

Vacant Position:	Parent, Staff, or Community
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	

GO Team Members Abstaining	
--------------------------------------	--

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

Open Position:	Community Member
Nominee's Name:	
GO Team Members In favor	
GO Team Members Opposed	
GO Team Members Abstaining	

D. *For High Schools:* **Appoint Student Representatives**

Student Representative 1: [Insert Name of Student Representative]

Student Representative 2: [Insert Name of Student Representative]

E. **Approval of Previous Minutes:** *List any amendments to the minutes:*

Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

Motion [Passes/Fails]

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

i. **Chair: Result:** [Insert Name of Member Elected as Chair]

Officer Position:	Chair
Nominee Name	GO Team Members In favor of Nominee

GO Team Members who **ABSTAINED** from voting:

ii. **Vice Chair: Result:** [Insert Name of Member Elected as Vice-Chair]

Officer Position:	Vice Chair
Nominee Name	GO Team Members In favor of Nominee

GO Team Members who **ABSTAINED** from voting:

iii. Secretary: Result: [Insert Name of Member Elected as Secretary]

Officer Position:	Secretary
Nominee Name	GO Team Members In favor of Nominee

GO Team Members who **ABSTAINED** from voting:

iv. Cluster Representative: Result: [Insert Name of Member Elected as Cluster Representative]

Officer Position:	Cluster-Representative
Nominee Name	GO Team Members In favor of Nominee

GO Team Members who **ABSTAINED** from voting:

G. Review and Approve Public Comment Protocol

[Insert or attach approved Public Comment Format]

Motion to adopt made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining

Motion [Passes/Fails]

H. 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)

	Date	Time	Virtual or Hybrid	Time for Public Comment? (Yes/No)
1				
2				
3				

4				
5				
6				
7				
8				

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

[Insert or attach approved Meeting Norms]

Motion to adopt made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining

Motion [Passes/Fails]

IV. Discussion Items *(add items as needed)*

A. **Discussion Item 1:** [Add description of discussion item and brief summary of the discussion]

B. **Discussion Item 2:** [Add description of discussion item and brief summary of the discussion]

V. Information Items *(add items as needed)*

A. **Principal's Update** [Add brief summary of the update and any resulting discussion]

B. **Information Items** [Add brief summary of the item and any resulting discussion]

VI. Announcements [Add brief summary of the announcements]

VII. Adjournment

Motion made by: [Insert Name]; Seconded by: [Insert Name]

Members Approving:

Members Opposing:

Members Abstaining:

Motion [Passes/Fails]

ADJOURNED AT [Insert Actual Time]

Minutes Taken By: [Insert Name]

Position: [Insert Officer Position or GO Team Member]

Date Approved: [Insert Date When Approved]