

# Meeting Minutes

**Harper Archer Elementary**

**Date:** 11.18.2025

**Time:** 5:00 pm

**Location:** Virtual Zoom meeting

**Recording Link:** [Zoom link](#)

**I.** Call to order: 5:04

**II.** Roll Call

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Dr. Crystal January	present
Parent/Guardian	Janenin Collins	absent
Parent/Guardian	April Waits	present
Parent/Guardian	Bernikka Elder	present (late)
Instructional Staff	Tabetha Barker	present
Instructional Staff	MedaLana Smith	present
Instructional Staff	Satin Booker	absent
Community Member	Cynthia Culbreath	absent
Community Member	Cynthia Jewell	present
Swing Seat	Cheryl Jackson	present
Student <i>(High Schools)</i>	--	--

**Quorum Established:** Yes

**III.** Action Items

a. **Approval of Agenda:** Motion made by: **Jewell**; Seconded by: **Smith**

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

**Motion pass**

b. **Approval of Previous Minutes:** *No amendments.*

**Motion made by:** **Smith**; **Seconded by:** **Jewell**

Members Approving: 5

Members Opposing: 0

Members Abstaining: 0

**Motion pass**

#### IV. Discussion Items: 2025-2030 Strategic Plan Development

- a. **Discussion Item 1:** Possible changes to the mission and vision were shared. Dr. January shared information from past and current climate survey ratings. Dr. January reviewed our current strategic plan and goals. We discussed possible changes/updates to future goals.
- b. **Discussion Item 2:** Ms. Jewell advised that we be specific with the wording of our goals. Ms. Barker stated that in education things change. Barker and Smith discussed the pros and cons of IXL and I-Ready.

#### V. Information Items

- a. **Principal's Report** Picture Day was November 18<sup>th</sup>. Thanksgiving Break is November 24 – 28, WOW days are November 18 – 20
- b. **Cluster Advisory Team Report** The CAT meeting was at the same time as our GO Team meeting, so January and Barker did not have an update.
- c. **Information Item 2** Award ceremony was yesterday. Students and staff were really excited. The next awards ceremony is January.

#### VI. Adjournment

Motion made by: **Waits** Seconded by: **Jewell**

Members Approving: 6

Members Opposing: 0

Members Abstaining: 0

Motion **pass**

ADJOURNED AT 6:11 pm

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Minutes Taken By: **MD Smith**

Position: **Vice Chair**

Date Approved: **[Insert Date When Approved]**