

Meeting Minutes

West Manor Elementary School

Date: December 13, 2022

Time: 4:00

Location: Zoom

I. Call to order: 4:04 p.m.

II. Roll Call

Role	Name <i>(or Vacant)</i>	Present or Absent
Principal	Dr. Reginald Lawrence	Present
Parent/Guardian	Andrea Roberts	Present
Parent/Guardian	Cordelias Flournoy - Gray	Absent
Parent/Guardian	Eunive Kitchen	Present
Instructional Staff	Kimberly Riley Smallwood	Present
Instructional Staff	Stephanie Thomas	Present
Instructional Staff	Leandra Andrews	Present
Community Member	Margaret Vaughn	Present
Community Member	Kia Dixon	Absent
Swing Seat	Jannelle Gabriel	Present
Student <i>(High Schools)</i>	n/a	

Guests Present: None

Quorum Established: [Yes or No]

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

- a. **Approval of Agenda:** Motion made by: Dr. Lawrence; Seconded by: Ms. Thomas
Members Approving: Unanimous
Members Opposing: None
Members Abstaining: None
Motion [Passes/Fails]
- b. **Approval of Previous Minutes:** List amendments to the minutes: None
Motion made by: Ms. Andrews; Seconded by: Ms. Thomas
Members Approving: Unanimous
Members Opposing: None
Members Abstaining: None
Motion [Passes/Fails]

- IV Discussion Items**
- a. 45 Day CIP check in
 - b. Strategic Plan and Continuous Improvement Plan Alignment
 - c. **Fall Aces Presentation**-Family engagement grant funds released, leveling funds added to budget
 - d. **Progress of the Strategic Plan Priorities**-Signature programming via intervention will continue to be implemented
 - e. **Strategic Plan Update**-Be prepared to share ideas for potential new implementations that will support the plan i.e. a writing instructor, para support for additional grade levels. Be mindful of funding limitations.
 - f. **Ranking Strategic Priorities**- Math and Reading continue to remain the priorities.

IV. Announcements The holiday program was recorded for parents and families due to the uptick of respiratory illness.

V. West Manor had the highest growth percentage in the district

VI. Party for students' growth will be held on 12/16/22

VII. Adjournment

Motion made by: Andrea Roberts Seconded by: Jannelle Gabriel

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

ADJOURNED AT 4:25

Minutes Taken By: Jannelle Gabriel

Position: Secretary

Date Approved: 12/13/2022

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