

Meeting Minutes

West Manor Elementary

Date: 2/15/22

Time: 4:00 p.m

Location: Zoom

I. Call to order: 4:06 p.m.

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Dr. Lawrence	Present
Parent/Guardian	Christian Duncan	Absent
Parent/Guardian	Cordelias Flournoy - Gray	Absent
Parent/Guardian	Leah McAllister	Absent
Instructional Staff	Dietrice Bennett	Present
Instructional Staff	Kimberly Smallwood	Present
Instructional Staff	Alonzo Towner	Present
Community Member	Margaret Vaughn	Present
Community Member	Elnetta Mitchell	Absent
Swing Seat	Jannelle Gabriel	Present
Student (High Schools)	n/a	

Quorum Established: [Yes or No]

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

- a. **Approval of Agenda:** Motion made by: Kimberly Smallwood; Seconded by: Regionald Lawrence

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

- b. **Approval of Previous Minutes:** *List amendments to the minutes:*

Motion made by: Kimberly Smallwood; Seconded by: Jannelle Gabriel

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

Meeting Minutes

IV. Discussion Items

- a. **Discussion Item 1:** Covid Update: No cases were reported at West Manor in the last two weeks. Air purifiers have been distributed to all classrooms
- b. **Discussion Item 2:** 2022-2023 Budget.

V. Information Items

- a. **Principal's Report** The reserved budget is in place to ensure no teachers are lost.
- b. **Information Item 2** As apartments in the surrounding area are renovated it is expected that West Manor will see an increase in enrollment, however that consideration has not been factored into the current budget.

VI. Announcements:

Fifth grade students have completed their exhibition projects. Special thanks to all mentors for a successful exhibition. The next Go Team meeting will be on 3/15/22

VII. Field trips have resumed.

VIII. Adjournment

Motion made by: Mrs. Dietrice Bennett; Seconded by: Alonzo Towner

Members Approving: Unanimous

Members Opposing: None

Members Abstaining: None

Motion [Passes/Fails]

ADJOURNED AT 4:29

Minutes Taken By: Jannelle Gabriel

Position: Swing Seat

Date Approved: 2/16/22