

## West Manor Elementary School

Date: 10/18/2022

Time: 4:00 p.m.

Location: Zoom

I. Call to order: 4:03 p.m.

II. Roll Call

| Role                   | Name (or Vacant)        | Present or Absent |
|------------------------|-------------------------|-------------------|
| Principal              | Dr. Reginal Lawrence    | Present           |
| Parent/Guardian        | Andrea Roberts          | Present           |
| Parent/Guardian        | Eunive Kitchens         | Present           |
| Parent/Guardian        | Cordelias Flournoy-Gray | Absent            |
| Instructional Staff    | Leandra Andrews         | Present           |
| Instructional Staff    | Stephanie Thomas        | Present           |
| Instructional Staff    | Kimberly Smallwood      | Present           |
| Community Member       | Margaret Vaughn         | Present           |
| Community Member       | Kia Dixon               | Present           |
| 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: Andrea Roberts; Seconded by: Margaret Vaughn

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]

- c. **Action Item 1: Motion:** Fill Community Member Seat - Kia Dixon, Anthony Flanagan Community Center  
Motion made by: Kimberly Smallwood; Seconded by: Stephanie Thomas  
**Members Approving:** Unanimous  
**Members Opposing:** None  
**Members Abstaining:** None  
**Motion** [Passes/Fails]

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

- a. **Discussion Item 1:** Continuous Improvement Plan-  
The plan calls for an improvement plan in students' numeracy and literacy proficiency. The plan also addresses whole child and student supports. Improvements in students' Georgia Milestones scores and attendance are also outlined and detailed within the plan.
- b. **Discussion Item 2:** MAP Data-  
The data shared shows a consistent trend of weakness in mathematics. Students have shown growth in all areas since the first administration of the assessment last school year.

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

- a. **Principal's Report** Enrollment and/or Leveling Update
- b. **Information Item 2** [Add brief summary of the item and any resulting discussion]

#### VI. Announcements

Dr. Simmons is the APS elementary teacher of the year.  
Mrs. Walker has been recognized as a Students' First nominee.  
West Manor will have a basketball team working with fourth and fifth grade students. If coaches can be secured, lower grade levels may be added.

#### VII. Adjournment

Motion made by: Jannelle Gabriel Seconded by: Leandra Andrews  
**Members Approving:** Unanimous  
**Members Opposing:** None  
**Members Abstaining:** None  
**Motion** [Passes/Fails]

**ADJOURNED AT** 4:33 p.m.

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**Minutes Taken By:** Jannelle Gabriel

**Position:** Secretary

**Date Approved:** 10/20/22