ATLANTA PUBLIC SCHOOLS

2025-2026 Cluster Advisory Team
Organizational Meeting Recap

Date	Time	Location
Tuesday, October 21, 2025	4:30 pm-6:00 pm	Zoom
Organizer	**Facilitators**	**Meeting Type**
School Governance Strategy + Impact	Travis W. Norvell Carolyn M. Barnett Sheletha Y. Champion	Organizational | Planning

Meeting Purpose + Objectives

PURPOSE: To kick-off and facilitate the organization of Cluster Advisory Teams for the 2025-2026 school year.

OBJECTIVES:

- Review the Cluster Advisory Team Program to ensure alignment and understanding among participants.
- Review the School Strategic Planning Process, data, and KPIs.
- Select leadership roles within each Cluster Advisory Team, specifically Chair, Vice-Chair, and Secretary.
- Discuss and select dates for CAT meeting schedule.

The 2025-2026 organizational meeting for the Cluster Advisory Team Program in Atlanta Public Schools covered the roles and responsibilities of the Cluster Advisory Teams, including selecting officers and meeting dates. Carolyn detailed the charter system operating model and the importance of community engagement. Travis explained the school-level strategic planning process, emphasizing alignment with district goals and key performance indicators (KPIs). Erin provided insights on using KPIs for data review and goal-setting. The meeting concluded with breakout sessions for cluster-specific officer elections and meeting date selection.

Action Items

- Select CAT chair, vice-chair, and secretary.
- Vote on remaining CAT meeting dates for the year (November 18 or December 10, February 10 or 24, April 21 or 28).

- Provide feedback on topics to be covered in future general CAT meetings.
- Complete the form to submit CAT officer selections and preferred meeting dates.

Decisions made

- Cluster advisory team members will select their Chair, Vice Chair, and Secretary.
- Clusters will vote on their meeting dates.
- The format of the cluster advisory program has been streamlined to three meetings per year.
- The time for cluster advisory meetings will be 4:30 PM to 6:00 PM.

Issues & Risks

- Confusion about the roles and responsibilities of the cluster advisory team.
- Questions about the flexibility in selecting the Chair and Vice Chair.
- Concerns about the alignment and simplification of strategic plans across different levels.
- Discussion on the relevance and applicability of key performance indicators (KPIs) for different schools and clusters.

Next steps

- Clusters will complete a form to submit their selected officers and preferred meeting dates.
- GOTeams will review data, align on mission and vision, confirm 2030 goals, and fill in objectives for their strategic plans.
- Schools will build out their strategies based on the priorities identified in their strategic plans.
- Clusters will use the provided KPIs to guide their data conversations and identify areas for deeper analysis.

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Meeting Outline

Organizational Meeting Overview and Agenda

- Sheletha Champion introduces herself as the Program Director for Strategy Management and the lead for the Cluster Advisory Team Program for Atlanta Public Schools.
- The meeting agenda includes overviews of the Cluster Advisory Program, school-level strategic planning, and data and KPIs.
- Participants will handle cluster business, including selecting officers and meeting dates, and complete a form at the end of the meeting.
- Carolyn is introduced to provide an overview of the Cluster Advisory Program.

Introduction to Cluster Advisory Program

- Carolyn explains the charter system operating model and the local school governance structure developed in 2016.
- The role of GO Teams at the local school level and the formation of Cluster Advisory Teams is discussed.
- The importance of parent and community engagement in the charter system model is emphasized.
- Carolyn mentions the upcoming renewal process for APS and the potential enhancements to the local school governance structure.

Roles and Responsibilities of Cluster Advisory Teams

- Carolyn outlines the roles of Cluster Advisory Teams, including supporting GO Teams, maintaining the cluster-level strategic plan, and reviewing school-based solutions.
- The importance of building community within clusters and ensuring smooth transitions from elementary to high school is highlighted.
- The role of the District Executive Committee (DEC) and the facilities task force is discussed.

- Carolyn invites questions about the responsibilities of Cluster Advisory Team members.

Questions and Clarifications on Roles and Responsibilities

- Tanya raises a question about the District Executive Committee (DEC) and the facilities task force, seeking clarity on meeting dates and responsibilities.
- Carolyn confirms that the DEC member will represent the cluster on the facilities task force and other district initiatives.
- Deonne asks if the chair or vice chair of the Cluster Advisory Team can be a principal, and Carolyn confirms that it can be anyone on the team.
- Tamara inquires about the history of the DEC roles, and Carolyn explains the flexibility in choosing the chair and vice chair.

Updates on Cluster Advisory Program Format

- Sheletha provides updates on the Cluster Advisory Program format, including the streamlining of meetings into three general sessions for the entire year.
- The majority of the meeting time will be dedicated to cluster business, with shorter portions for general sessions.
- Participants will vote for their Chair, Vice Chair, and Secretary and choose the remaining three Cluster Advisory Team meeting dates for the year.
- Sheletha emphasizes the importance of feedback and continuous improvement in the program.

Overview of School-Level Strategic Planning Process

- Travis introduces the school-level strategic planning process, focusing on the district strategic plan approved by the Board of Education.
- The district strategic plan is grounded in the legacy of Atlanta and aims to educate and empower students.

- The six focus areas of the district strategic plan are outlined, including the strength of the team and the instructional core.
- Travis explains the alignment of school strategic plans with the district plan and the importance of clear alignment from the school to the district level.

Key Performance Indicators (KPIs) and Data Review

- Erin discusses the development of district KPIs and their alignment with the strategic plan and community feedback.
- The importance of stable and relevant data for district KPIs is emphasized.
- Participants are encouraged to use the KPI snapshot to guide their data review and goal-setting process.
- Erin provides guidance on interpreting the KPI data and identifying areas for focus and improvement.

Breakout Sessions for Officer Selection and Meeting Dates

- Sheletha opens the breakout sessions for participants to select their Chair, Vice Chair, and Secretary and vote on meeting dates.
- Participants are reminded to complete the form at the end of their deliberations.
- The norms for the breakout rooms are outlined, including the use of one form per breakout room.