GO TEAMS
STRONG SCHOOLS START WITH ME!

Meeting Minutes

West Manor Elementary
Date: October 7, 2025
Time: 3:00 PM
Location: Meeting Recording

I. **Call to order:** 3:04 PM
II. **Roll Call**

Role	Name *(or Vacant)*	Present or Absent
Principal	**Dr. Reginald Lawrence**	**Present**
Parent/Guardian	**Tiffany Hill**	**Present**
Parent/Guardian	**Kierra Lockett**	**Present**
Parent/Guardian	**Akumba Bynum Roberson**	**Absent**
Instructional Staff	**Trey Adams**	**Present**
Instructional Staff	**John Devia**	**Present**
Instructional Staff	**Timothy Edwards**	**Present**
Community Member	**Steve Williams**	**Absent**
Community Member	**Tom Ford**	**Present**
Swing Seat	**Brittany Tuesno**	**Present**
Student *(High Schools)*	**N/A**	

Quorum Established: [Yes or No]

III. **Action Items**

a. **Approval of Agenda:** Motion made by: [T. Edwards]; Seconded by: [J. Devia]
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: [B. Tuesno]; Seconded by: [T. Hill]
Members Approving: Unanimous
Members Opposing: None
Members Abstaining: None
Motion [Passes/Fails]

IV. Discussion Items

a. **Discussion Item 1**: Dr. Lawrence reviewed the strategic plan and its alignment with District goals

b. **Discussion Item 2**: West Manor is scheduled to have its International Baccalaureate (IB) reauthorization visit on November 6th and 7th

c. **Discussion Item 3:** Dr. Lawrence reviewed the school's mission and vision and explained their alignment with IB.

d. **Discussion Item 4:** T. Adams shared potential scenarios for West Manor's facilities

   i. The scenarios are scheduled to be presented to the Board during the November School Board Meeting

V. Information Items

a. **Principal's Report**

   i. Dr. Lawrence further discussed the potential implications for West Manor as a result of the facilities planning

   ii. Dr. Lawrence shared that our IB Coordinator, Ms. Azuree Walker was named a District Lead for IB

b. **Information Item 2**

   i. Picture Day

   ii. Report Cards

   iii. Reading with Rari visit

   iv. Parental push to use Infinite Campus

VI. Announcements

VII. Adjournment

Motion made by: [J. Devia]; Seconded by: [B. Tuesno]
Members Approving: Unanimous
Members Opposing: None
Members Abstaining: None
Motion [Passes/Fails]

ADJOURNED AT [3:34 PM]

Minutes Taken By: [T. Adams]
Position: [Secretary]
Date Approved: [November 11, 2025]