

STATON ELEMENTARY SCHOOL

School Organizational Team Minutes

January 18, 2017

4:00pm

The Staton Elementary School Organizational Team (Team) meeting was called to order at 4:00pm on January 18<sup>th</sup>, 2017. The meeting was held at the Staton ES Library.

**Members present:**

- Dr. Lombard, Principal
- Patti Haire, Kindergarten Teacher
- Robert Hollowood, Science Teacher
- Carrie Kern, 1<sup>st</sup> grade Teacher
- Teri Mann, GATE Teacher
- Michael Harger, Site Base Technician
- Dawn Mae, Specialized Teaching Assistant
- Kristy Froehlich, Parent
- Nicole Hamilton, Parent
- Kristina Havill, Parent
- Leigh-Anne Mateyka, Parent
- Gina Retke, Parent
- Carrie Robine, Parent
- Julie Hosea, Office Manager
- Christina Fitch, Assistant Principal

**Members Absent:**

- Gina Retke, Parent

**The minutes from the meeting dated January 4, 2017 were presented and approved as presented.**

**New Agenda Items**

- REVIEW NORMS AND PROCEDURES – It was suggested that the norms be added to the agenda for future meetings. Patti Haire made a motion to add the norms to the agenda, motion was seconded and all were in favor.
- CONFIRM DATES FOR FUTURE MEETINGS ON THE CALENDAR – Due to the budget not being provided yet, it was decided to move the February 2<sup>nd</sup> meeting to Wednesday February 15<sup>th</sup> 4-6:25pm. Future meetings will be on the first Wednesday of the month as follows: 3/1/17, 4/5/17, 5/3/17 at 4pm. Dr. Lombard made a motion to add the meeting dates to the Agenda for future meeting. Motion was seconded and all were in favor.

## General Discussion

- BEGIN OVERVIEW OF SCHOOL PERFORMANCE PLAN
  - Christina Fitch provided handouts on School Planning/Improvement Planning and explained how multiple sources of data are studied and then used to inform the direction and action that our school will take through our Improvement Plan. Four types of data are collected: Demographics, Perceptions, Student Learning and School Processes. The data is analyzed and used to make decisions on curriculum, programs and continuous improvement so that we have successful students.
  - Staton has a School Leadership Team consisting of the Principal, Assistant Principal, grade level representatives, staff and the PTO President. This team has been going over the data and will present it to the SOT at our next meeting.
  - A question was asked about how student projections are used to determine our per student funding. A spring school student projection is made and then budget allocations are provided accordingly. The final budget allocation is made from Count Day in the Fall. Rick Baldwin (Zoning/Demographics) is in charge of school projections. In the past, we are able to protest our school projection if there was a disconnect. In the 2017/2018 school year, more money will be allocated to the schools if they grow more than 10 students from count day until December 31<sup>st</sup>.
- BEGIN OVERVIEW OF SCHOOL BUDGET
  - Since we have not been provided the budget yet, Teri Mann made a motion to table this agenda item to the next meeting. Motion was seconded and all were in favor.

## Information

Next meeting: Staton ES – Library 2/15/2017 4:00 – 6:25pm (voting meeting)

Public Comment Period – N/A

The meeting was adjourned at 4:30pm