

STATON ELEMENTARY SCHOOL

School Organizational Team Minutes

May 31, 2017 4:00pm

The Staton Elementary School Organizational Team (Team) meeting was called to order at 4:03pm on May 31, 2017. The meeting was held at the Staton ES Library.

Members present:

- Patti Haire, Kindergarten Teacher
- Carrie Kern, 1st grade Teacher
- Teri Mann, GATE Teacher -Chair
- Michael Harger, Site Based Technician
- Kristy Froehlich, Parent
- Nicole Hamilton, Parent
- Kristina Havill, Parent
- Leigh-Anne Mateyka, Parent-Secretary
- Gina Retke, Parent
- Carrie Robine, Parent
- Robert Hollowood, Science Teacher- Vice Chair
- Christina Fitch, Assistant Principal
- Dawn Mae, Specialized Teaching Assistant
- Dr. Joan Lombard, Principal

Members Absent:

- Julie Hosea, Office Manager

The minutes from the meeting dated April 19, 2017 were presented and approved as presented.

Old Agenda Items

- REVIEW PROCEDURES FOR PUBLIC COMMENT
 - Teri Mann reviewed the procedures for public comment. Public comments will be heard after each agenda item. There will also be time for public comment 10 minutes before the meeting adjourns and comment may include items not on the agenda. A single speaker is limited to 2 minutes per item and a total of 4 minutes on 2 items. Those wishing to comment may not give their time to others. SOT members are not obligated to comment and the Team may not deliberate or take action on public comment items.

New Agenda Items

- CTT/COMPUTER TEACHER SURVEY RESULTS AND TEACHER
 - Carrie Kern and Teri Mann presented and handed out the survey results and feedback to the SOT. The feedback was presented in terms of Strengths and Opportunities for Growth.
 - Strengths – CTT's were Vital for teachers to meet the requirement of the law for intervention minutes. Teachers also utilized CTT's for Push in Support, Leveled Reading Groups, Pull Out Small Groups and before and after school tutoring for reading and math groups. CTT's assisted grade level teachers with benchmark assessments and progress monitoring and SBAC testing. CTT's covered morning, lunch and afternoon duty allowing teachers time to meet with parents, plan

instruction, collaboration, committee meetings, staff meetings, school events and IEP meetings, etc.

- Opportunities for Growth- Create a master schedule so that students that are pulled out don't miss core reading and math instruction. Allocate time for CTT's and grade level teachers to consistently communicate about instruction and intervention. Teachers requested qualified and effective CTT's with some consistency in days of the week that a CTT works. Teachers requested that CTT's be accountable for maximizing their instruction and intervention time. Teachers preferred using CTT's to cover classrooms in emergency situations rather than having classes split up into other classrooms as well as better communication when a CTT is pulled to sub. Teachers requested CTT's be extensively trained (training provided by Read by 3 Learning Strategist) in behavior management in a small group setting, progress monitoring, diagnostic assessments, explicit phonics and researched based interventions to support instructional delivery.
 - A question was asked as to what the data on these students shows in terms of improvement. Mrs. Shoenrock, Staton's Read by 3 Learning Strategist, stated that beginning of year data showed improvement but end of year data has not been compiled yet.
 - 179 students received services and 30 had RTI (Response to Intervention)
 - Patti Haire stated that her students were off RTI by January. Dr. Lombard said that in K, 1 and 2, 70% are showing improvement/proficiency. It is more difficult to monitor progress in grades 3-5 because of how and what they are taught at that level.
 - Mrs. Shoenrock will get more data to the SOT as it becomes available.
 - Next school year we may receive additional funding in October depending on count day headcount.
 - If a Master Schedule were created it would be assigned to each grade level and there would be time with a CTT for all 1st, then 2nd, 3rd, etc. Reading would be scheduled the same.
 - With the forecasted lower student enrollment next year, there may be space for the CTTs to hold their sessions instead of the space they currently utilize in the great rooms. The great room model was created as a result of there being no open classroom space this year.
- NEVADA SCHOOL PERFORMANCE FRAMEWORK (NSPF)
 - Dr. Lombard presented the proposed NV School Performance Framework and the Breakdown of the Elementary School NSPF Indicators. Previously, NSPF looked at growth percentage, percentage of student's proficient and the reduction in in the achievement gap.
 - The proposed NSPF allows a school to earn a possible total of 100 points.
 - Academic Achievement 25 pts
 - Growth 35 pts
 - English Language Proficiency (ELL) 10 pts
 - Opportunity Gaps 20 pts
 - Student Engagement 10 pts
 - CCSD will provide training for the SOT, parents and teachers on the new NSPF.
 - Staton's ranking will be available in September and SBAC results will be available in August.
 - Staton has approximately 50 ELL students
 - Question- Will there be a science score in the new assessment? Shoenrock said that results won't be in until November but our ranking will be in September. She will look into this further.

- SOT VACANCY
 - There will be vacancies on the SOT due to movement to the new school. Procedure requires that the position on the SOT be filled within 30 days from 8/14/17 (the start of the new school year). Each entity shall hold its own election (teacher, parent, staff) Those elected to fill the August vacancies can retain their seats through the school year term (Sept 2018) but all others will be up for election in October.
 - Public Comment- Caryne Shea stated that with the vacancies, if we still have quorum, the SOT can still meet and would not have to have a special election.

General Discussion

- The Assistant Principal position was posted. It was asked that 3 SOT members be available to interview the week of June 12th. Julie Hosea our Office Manager will be sitting in on the interview. Carrie Kern, Kristina Havill and Robert Hollowood offered to participate.
 - Mrs. Tomlinson, our new Principal will be at the next SOT meeting on June 7 and will go over the interview process with the team.
 - There was discussion as to why there will be other staff in addition to the SOT present during the AP interview. It was noted that there were more staff than parents going to be present at the interview and that the interview panel was getting rather large. In addition to the SOT members present, there will be a primary and intermediate teacher present at the interview. Gina Retke stated that she is fine with Mrs. Tomlinson making the decision on who we hire as our next Assistant Principal.
 - Public Comment – Caryne Shea mentioned that the SOT is the only legally supported group to be involved in the interview process for the Assistant Principal and that adding other teachers could be divisive since the SOT is already an elected representation of each group.
 - Kristy Froehlich made a motion to table further discussion until our next SOT meeting. Motion Seconded, all in favor.

Information

- The next SOT meeting is Wednesday July 7th, 4-5pm in the Staton Library

Public Comment

The meeting was adjourned at 4:55pm