

STATON ELEMENTARY SCHOOL

SCHOOL ORGANIZATIONAL TEAM MINUTES

April 19, 2017, 4:00 p.m.

The Staton Elementary School Organizational Team (SOT) meeting was called to order at 4:06 p.m. on April 19, 2017. The meeting was held in the Staton ES Library.

Members Present:

- Pattie Haire, Kindergarten Teacher
- Robert Hollowood, Science Teacher - Vice Chair
- Carrie Kern, 1st grade Teacher
- Dawn Mae, Specialized Teaching Assistant
- Teri Mann, GATE Teacher - Chair
- Kristy Froehlich, Parent
- Nicole Hamilton, Parent
- Kristina Havill, Parent
- Gina Retke, Parent
- Carrie Robine, Parent
- Christina Fitch, Assistant Principal
- Dr. Joan Lombard, Principal

Members Absent:

- Michael Harger, Site-Based Technician
- Leigh-Anne Mateyka, Parent
- Julie Hosea, Office Manager

The minutes from the meeting dated April 5, 2017 were presented as approved as presented.

New Agenda Items:

Procedures for Public Comment:

-Mrs. Mann reviewed the procedures for public comment. Public comments will heard after each agenda item and at the end of the meeting. The SOT acknowledges the comment, but does not need to respond.

Possible Questions for Principal Interviews:

-Mrs. Froehlich compiled possible questions from SOT members and Mrs. Mann compiled possible questions from the current staff at Staton ES. These were distributed to the present SOT members. Time was given for each member to review the questions individually, then the team broke into 3 groups with the goal to select 10 questions. We came back together as a

entire team and discussed the top questions from each small group. The following 11 questions were chosen:

Culture:

1. School culture and climate are amongst the most important aspects to students, staff and parents. How would you as the leader establish or enhance the school culture and climate for faculty and students here at Staton Elementary.

Collaboration:

2. Tell us your views about teacher collaboration. Describe the steps you would take to build and maintain teamwork and collaboration among staff to improve student learning and achievement. What do you see as your role in guiding collaboration time?

Communication:

3. What are the key characteristics of a successful principal? Specifically, what do you believe are the most important responsibilities as the principal? How would you ensure that each of them was achieved?

Personal Characteristics:

4. In your professional career, what has been your biggest challenge and how did you approach it? What has been your biggest achievement?

Accelerated Program:

5. At Staton, we are very proud of our accelerated program. How will you promote the highest growth potential for accelerated classes... not just meeting grade level standards? And ensure the maximum growth of every single student?

Budget:

6. When budgeting, how do you prioritize your spending?

7. What skills and talents make you stand out from other applicants?

Empowering Teachers:

8. What are your strategies for empowering and motivating teachers and team building?

General Classroom Expectations:

9. Describe an ideal classroom. How will you help your staff achieve this classroom? If it's not, how do you handle it?

General Questions / Goals:

10. What is your vision and your top three goals for this school and how will you accomplish them?

11. What systems and structures do you have in place to ensure shared decision-making for all stakeholders?

-Dr. Lombard gave an update on the applicants for principal. There were 11 applicants, 9 were chosen to go to the screening interview phase. Of those 9, 1 is currently principal and 8 are currently Assistant Principals. Mrs. Rakita is in the process of checking references.

CTT/Computer Teacher Survey Results and Teacher Feedback:

-Teachers were asked if they would rather have a Computer Teacher or CTTs. Results: 31 replied CTTs, 19 replied Computer Teacher.

-Discussion: PTO funds could be used to provide CTTs. In addition, Windsong Trust is donating \$50,000 and an anonymous donor is donating \$20,000. We do not have enough for a certified Computer Teacher as well, but the idea of using CTTs as the computer teacher was given.

-Due to time constraints, a motion was given to table further discussion until our next meeting, May 3, 2017. Motion was seconded, all in favor, motion approved.

Information:

-Next meeting is May 3, 2017, 4-6 p.m.

The meeting was adjourned at 6:04 p.m.