

**Mannion Middle School
School Organizational Team Minutes
October 11, 2018
3:30 PM**

School Organizational Team Members Present:

Rachelle Abbott, Parent Representative
Melissa Anderson, Parent Representative
Stacia Austin, Support Professional Representative
April Perrucci, Support Professional Representative
Kacie Pixley, Teacher Representative
Cory Plough, Parent Representative
Michelle Reilly, Parent Representative
Jaime Sillitoe, Teacher Representative
Liza Soares, Teacher Representative
Christine Schwab, Parent Representative
Savannah Abbott, Student Member
Todd Petersen, Principal

School Organizational Team Members Absent:

Mara Brassler, Teacher Representative
Amy Moser, Parent Representative

I. Welcome & Roll Call

- a. Introductions of 18-19 SOT were completed. Two new members were absent.

II. Old Items

- a. Approval of Minutes:
 - i. Member Rachelle Abbott made a motion to approve the minutes from September 20, 2018.
 - ii. Motion was seconded by Cory Plough. Motion passed unanimously.
- b. Student Update – Savannah Abbott
 - i. Savannah shared upcoming dates for students events and activities.

III. New Items

- a. Function of the School Organizational Team:
 - i. Comments & discussion explaining the function of the SOT and scope of the team’s advisory authority.
 - ii. Comments & discussion outlining voting process & procedures.
 - 1. SOT agreed to utilize open discussion among the SOT until a motion is made and seconded. Once a motion is made each member will have an opportunity to participate in a roll call vote.
 - iii. Comments & discussions of norms to guide behavior of members and the public

1. Members of the SOT agreed to the following norms:
 - a. Be a good listener
 - b. Wait until it is your turn to speak. If numerous people want to speak, the chair will determine orders for speakers.
 - c. Be concise in your comments and contentious of others
 - d. Be mindful of individuals not present and unable to defend and/or explain themselves in a public meeting
 - e. Be mindful is topics of discussion are relevant to the SOT or better served at a Parent Community Partnership Meeting (PAC)
- iv. Comments & discussion regarding SOT attendance policy
 1. Members agreed to the following attendance policy:
 - a. We understand if a member has to be late
 - b. Three absences in a row will result in removal from the SOT
 - i. Member M. Reilly notified the SOT that she may have to miss 3 meetings in a row. No decision was made.
 - b. Selection of SOT Chairperson:
 - i. Kacie Pixley nominated herself for chairperson as did Jaime Sillitoe. Kacie Pixley removed her name from consideration. Sillitoe selected as chair with unanimous consent.
 - c. Selection of Vice Chairperson:
 - i. Kacie Pixley nominated herself for Vice Chair. Pixley selected as chair with unanimous consent.
 - d. Member Responsible for Minutes
 - i. Melissa Anderson nominated herself to record the minutes. Anderson selected with unanimous consent.
 - e. Invitation to Community Member
 - i. Discussion about inviting a Community Member was held. Comments were made both in support and against inviting a community member to join the SOT.
 - ii. If an invitation is to be extended, SOT members have until November 1 to submit names to Todd Petersen. Petersen will place names onto the next agenda for SOT approval.
 - iii. Motion made by Rachelle Abbott to allow SOT members to submit possible names of a Community Member by November 1, 2018." Motion was seconded by Cory Plough. Motion passed 7-3 (Perucci, Pixley, Reilly voted against)
 - f. Agenda Writing
 - i. Mr. Petersen will continue to write the agendas
 - g. Meeting Announcements
 - i. Mr. Petersen will continue to post the meetings publicly on school website
 - h. School Improvement Plan
 - i. Review of 2018-2019 School Improvement Plan
 - ii. Motion made by Kacie Pixley to approve the 18-19 School Performance Plan. Motion seconded by Jaime Sillitoe. Motion unanimously passed.
 - i. Budget items:
 - i. Two Additional Prep Buys for 18-19 School Year (10/15/18 – 5/24/18)

1. Science 7 & History 7 for \$15, 187
2. Motion made by Michelle Reilly to approve the Prep Buys. Motion seconded by Rachelle Abbott. Motion unanimously passed.

j. SOT Calendar for 18-19 School Year

i. Meeting Dates & Times:

1. November 15, 2018 @ 3:30
2. December 13, 2018 @ 3:30
3. January 10, 2019 @ 3:30
4. February 26, 2019 @ 3:30
5. March 14, 2019 @ 3:30
6. April 25, 2019 @ 3:30
7. May 16, 2019 @ 3:30

IV. Next Meeting:

- a. November 15, 2018 @ 3:30

V. Requests for Future Agenda Items

- a. CCSD & Mannion MS Discipline Data for 17-18 School Year
- b. Update on Tutoring Opportunities for all students
- c. Academic Progress Data by subgroups

VI. Additional Public Comment Period

- a. No Public Comments were made