

Mannion Middle School
School Organizational Team Minutes
April 18, 2017
3:30 PM

The Mannion School Organizational Team meeting was called to order at 3:30 PM on April 18, 2017. The meeting was held in the library at Mannion Middle School.

Members present:

Kacie Pixley, Chair
Allison Foster, Vice-Chair
Amy Frost, Member
Nicole Gonzalez, Member
Robynn Grattini, Member
Patrick Leytham, Member
Brielle Parises, Member
Reed Russell, Member
Ashlynn Ruby, Student Member
Todd Petersen, Principal

Members absent:

Sharon Armstrong, Member
James Gibson, Member
Toni Iradella, Member
Kym Rodriguez, Member

Old Agenda Items

- **Approval of the Minutes**

The minutes from the meeting dated March 21, 2017, were presented. Member Patrick Leytham made a motion to approve the minutes as presented. The motion was seconded. There was a counted vote with 8 in favor and 0 opposed.

New Agenda Items

- **Update on SOT Training from March 29, 2017**

The teacher members in attendance at the training informed the SOT that the majority of the training focused on the School Performance Plan (SPP). During the training, the teachers had an opportunity to review their SPP and compare their goals and action steps with those of other schools. Attendees also had the opportunity to discuss other areas, unrelated to student testing, that they would like to focus on. Examples included high-achieving students and elective course offerings. The SOT was also informed that all members are welcome to attend future trainings provided by CCEA, not just teachers.

- **Discussion of Possible SOT Meetings for 2017-2018**

The SOT is waiting for a timeline to be released that will provide pertinent information, such as student count day, in guiding the scheduling of SOT meetings for the 2017-2018 school year. SOT members that will be attending the training on April 25, 2017, will also inquire about when elections for next year will take place, as that will impact the SOT calendar for next year.

- **Update on 2017-2018 School Calendar**

There will be a Back-to-School event on August 8, 2017, where students from all grade levels can pick up their schedule as well as locate their locker and classes. Teacher volunteers will distribute the schedules on this date. Counselors will not be available at that time, however, parents will be able to fill out a request form so scheduling issues and concerns can be addressed prior to the first day of school. Students who are not able to attend the Back-to-School event will be able to visit the main office the remainder of the week in order to obtain their schedule. Those schedules not picked up that week will be distributed on the first day of school. Also, Open House is scheduled for September 6, 2017.

- **Update on 2017-2018 Mannion Website**

The new school website is currently being built. It will feature professional pictures of our school so people can tour our campus and get a better feel for the school climate and true beauty of our campus. Principal Todd Petersen has been collaborating with the website designer on which elements to include so that the site is current, accurate, and user friendly.

Frequently used links will be located on the main page. There will also be a direct link for contact information for the administrators, counselors, and teachers. There will also be a link to teacher websites.

- **Update on 2016-2017 Budget**

Principal Todd Petersen provided an update on the funds expected to roll over to the next school year. Currently there is a total of \$68, 498 in the general fund. After subtracting the special education funds, it is anticipated that we will have around \$65,500 to carry over to next school year.

- **Update on 2017-2018 Staffing**

The following positions have been filled for next year: Librarian, OSII, Special Education Teacher, and Instructional Aide. A P.E. position will be sent to surplus, which will occur next week.

- **Student Council Update**

Student member Ashlynn Ruby spoke with the SOT about the talent show that took place on April 5th. She also informed that team that student council is preparing for the spring carnival that will take place within the next few weeks.

General Discussion

- **Agenda Planning: Items for Future Agendas**

1. Teacher members will inform the SOT on what they learn at their upcoming training on April 25th.
2. The SOT would also like to continue the discussion of the SOT calendar for 2017-2018 school year.
3. An update on the 2017-2018 master schedule was requested, including the electives that will be offered and what funding will be available to support the teachers facilitating those courses.

Information

- **Next Meeting**

The next meeting will be held on May 30, 2017, in the Mannion Middle School Library at 3:30 P.M.

Public Comment Period

- There was no public comment regarding agenda items at this meeting.

The meeting was adjourned at 4:40 PM.