

**Mannion Middle School  
School Organizational Team Minutes  
May 15, 2018  
3:30 PM**

The Mannion School Organizational Team meeting was called to order at 3:30 PM on May 15, 2018. The meeting was held in the library at Mannion Middle School.

**Members present:**

Amy Frost, Chair  
Michelle Reilly, Vice-Chair  
Rachelle Abbott, Member  
Mara Brasser, Member  
Robynn Grattini, Member  
Pam Hibbard, Member  
Amy Moser, Member  
Brielle Parises, Member  
Kym Rodriguez, Member  
Kim Slusher, Member  
Sandy Wilson, Member  
Vanessa Mari, Community Member  
Todd Petersen, Principal

**Members absent:**

Isaac Summers, Member  
Colt Abbott, Student Member

**Old Agenda Items**

- **Approval of the Minutes**

The minutes from the meeting dated May 8, 2018, were presented. Member Amy Moser made a motion to approve the minutes as presented. The motion was seconded. There was a counted vote with 10 in favor and 0 opposed.

**New Agenda Items**

- **2018-2019 Budget Cuts: \$235,622.45 in cuts:**

*Below is a list of budget items voted on by the SOT. The team approved all suggested budget cut items.*

**1. Eliminate 1 ELA 7 Position-\$79,833.13**

**SOT Comments:** How will this impact class sizes? Principal Todd Petersen said it will not impact class sizes too much other than in explorations as the position being cut was an extra position to help with those courses. More 6<sup>th</sup> grade students have requested explorations than ever before, so administration will need to figure out how to accommodate these requests within the master schedule. The position being cut is a teacher that would be transferring to our school next year, not a current teacher at the school.

**Public Comments:** None

**Vote:** Member Pam Hibbard made a motion to eliminate 1 ELA 7 position. The motion was seconded. There was a counted vote with 11 in favor and 0 opposed.

**2. Eliminate 1 Counselor Position-\$79,833.13**

**SOT Comments:** The position being cut is based on the principal's choice, not seniority. If passed, the position being eliminated is that of Ms. Helms. Eliminating a counseling position would mean that 6<sup>th</sup> grades students will most likely be divided up alphabetically amongst the remaining two counselors. Mr. Petersen will most likely take on the responsibility of 504s. Eliminating this position will make the time frame for scheduling conferences a little longer and some might have to be scheduled after school to accommodate the number of requests for conferences. The administration is looking at building a teacher leader program where teachers will

lead conferences in certain situations. The school social worker as well as the SEIF and Teacher of Record will also assist when needed.

**Public Comments:** None

**Vote:** Member Kym Rodriguez made a motion to eliminate 1 Counselor position. The motion was seconded. There was a counted vote with 10 in favor and 1 opposed.

### **3. Eliminate 1 Dean of Students-\$104,250.08**

**SOT Comments:** The position being cut is based on the principal's choice, not seniority. If passed, the position being eliminated is that of Mr. Jerrel. SOT members inquired if Ms. Kelsey feels comfortable taking on the responsibility of being the only dean on campus. Mr. Petersen stated that Ms. Kelsey feels confident she can take on the added responsibility of being the only dean. It was also stated that teachers will need to follow progressive discipline more closely to alleviate the number of dean referrals. SOT members inquired about the job scope and responsibilities of a dean. It was explained that deans are responsible for school security including transportation. As an administrator, deans also supervise teachers. The other administrators will need to take on more teacher observations since the one remaining dean will not be able to regularly observe the current amount of teachers they supervise. The suggested budget cuts have a limited impact on class sizes. One SOT member stated that by not raising class sizes, classroom management will be better, therefore making it possible to only have one dean on campus.

**Public Comments:** None

**Vote:** Member Brielle Parises made a motion to eliminate 1 Dean of Students position. The motion was seconded. There was a counted vote with 11 in favor and 0 opposed.

### **4. Add 1 additional month to Dean of Students to make it an 11-month position**

**SOT Comments:** Principal Todd Petersen explained that the additional month will help Ms. Kelsey complete the additional tasks she will need to accomplish in preparation for the new school year now that she will be the only dean.

**Public Comments:** None

**Vote:** Member Kym Rodriguez made a motion to add an additional month to the remaining dean position. The motion was seconded. There was a counted vote with 11 in favor and 0 opposed.

- **Additional \$18,749.18 back to supplies for total cuts of \$235,622.45**

Principal Todd Petersen explained that because we are cutting more money than is required, the extra money will go into the supply fund. This money can be used next year to fund prep buyouts and to save positions that might possibly be eliminated if we do not reach our projected count. The team also discussed roll over money. It is not clear yet if schools will be able to roll over money from this year's budget to next year.

### **General Discussion**

- **Agenda Planning: Items for Future Agendas**
  1. Find out more information regarding the guidelines for SOT members whose child is in 8<sup>th</sup> grade-Do they still attend the meetings in August and September?
  2. Update on the master schedule including prep buyouts and enrollment numbers

### **Information**

- **Next Meeting**

The next meeting will be held on June 5, 2018, at 8:00 AM. (Location TBD)

### **Public Comment Period**

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

The meeting was adjourned at 4:30 PM.