

**Mannion Middle School
School Organizational Team Minutes
August 3, 2017
3:30 PM**

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

Members present:

Kacie Pixley, Chair
Sharon Armstrong, Member
Nicole Gonzalez, Member
Robynn Grattini, Member
Patrick Leytham, Member
Brielle Parises, Member
Kym Rodriguez, Member
Reed Russell, Member
Ashlynn Ruby, Student Member
Todd Petersen, Principal

Members absent:

Allison Foster, Vice-Chair
Amy Frost, Member
Toni Iradella, Member

Old Agenda Items

- **Approval of the Minutes**
The minutes from the meeting dated June 6, 2017, were presented. Member Nicole Gonzalez 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

- **Student Council Update**
Student member Ashlynn Ruby and Principal Todd Petersen explained that Student Body Officers were elected at the end of the school year. As the 2017-2018 school year gets underway, class officers will be elected as well.
- **Website Review**
The new school website has launched. The overall consensus is that the website provides a very welcoming and professional representation of the school. Minor errors have been noted and are being corrected prior to the start of the 2017-2018 school year.
- **Back to School Day & SOT**
The SOT agreed to have flyers sent home about the upcoming SOT parent election instead of having a table at the Back to School Day event. In addition to parent election information, the flyer will also include the suggested dates for future SOT meetings.
- **2017-2018 Enrollment Numbers**
The projected count the school received is 1,408 students. As of 8/3/17, a total of 1,545 students have enrolled. The breakdown by grade level is as follows: 512 in 6th grade, 495 in 7th grade, and 538 in 8th grade. The total number of students enrolled in our self-contained programs (48 students) is subtracted from the enrollment number which gives a new total of 1,497 enrolled. There are still 30 students who are in the process of being enrolled at Mannion which would raise the total to 1,527. Traditionally there are about 100 no-shows on the first day of school. Principal Todd Petersen feels confident the school is on the right track to come in high enough above our projected count to receive an additional teaching position.
- **Update on 2017-2018 Master Schedule & Prep Buys**
\$22,000 was originally allocated to prep buys in the budget. Due to the increase in enrollment numbers, more prep buys were needed when building the master schedule. As of today, a total of \$60,672 has been dedicated to prep buys. Those prep buys include 2 explorations classes, 2 social studies classes, student council, dance, ELA 6, and ELA 7.

- **Update on 2017-2018 Budget**

It is hoped for that the school will come in at least 36 students above its projected count of 1,408 students so we can get the funding for an additional teaching position. That money will be used to replenish the supply fund which was used to pay for the additional prep buys that were needed when building the master schedule.

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

SOT meetings, Parent Community Partnership meetings, and Mustang of the Month dates have been added to the calendar. These dates can be viewed by accessing the new school website.

- **SOT Election Procedures & Process @ Open House**

August 14-25, parents will have an opportunity to nominate themselves and submit a brief explanation as to why they want to be part of the team. These explanations will be printed on the ballot for voters to read prior to casting their vote. The parent election will be open the entire day in case parents are unable to attend Open House in the evening. Open House is scheduled for September 6, 2017.

- **First Day of School Procedures**

Students will report to their first period class at the beginning of the day instead of an alpha room. They will receive their planners/agenda books during 1st period.

General Discussion

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

1. Update on enrollment numbers and its impact on the master schedule & prep buys

Information

- **Next Meeting**

The next meeting will be held on September 19, 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 4:00 PM.