

**Mannion Middle School
School Organizational Team Minutes
August 16, 2018
3:30 PM**

The Mannion School Organizational Team meeting was called to order at 3:33 PM on August 16, 2018. The meeting was held in the library at Mannion Middle School.

Members present:

Michelle Reilly, Chair
Rachelle Abbott, Member
Mara Brassler, Member
Robynn Grattini, Member
Pam Hibbard, Member
Amy Moser, Member
Brielle Parises, Member
Kim Slusher, Member
Sandy Wilson, Member
Todd Petersen, Principal

Members absent:

Kym Rodriguez, Member
Isaac Summers, Member
Vanessa Mari, Community Member
Colt Abbott, Student Member

Old Agenda Items

- **Approval of the Minutes**

The minutes from the meeting dated June 5, 2018, were presented. Member Brielle Parises made a motion to approve the minutes as presented. The motion was seconded. There was a counted vote with 9 in favor and 0 opposed.

New Agenda Items

- **Update on SOT Election Process**

The election for parents interested in becoming an SOT member for 2018-2019 will take place on September 6th either during the school day or at Open House. A ParentLink email was sent to parents giving instructions on the procedure for those that would like to run for election. Instructions can also be found on the school website. At the time of the meeting, the school had not yet received information on the election process for teachers and support staff. The members elected to the SOT will begin in October. However, the parent with the most votes will begin in September to fill a vacancy on the current SOT.

- **Update on 6th Grade Orientation Data**

The SOT was informed that over 75% of the 6th grade students attended the orientation on August 6th. A total of \$13,500 was spent on the event. This total includes training (which is a one-time fee) as well as food from Caine's and T-shirts for the 6th graders and WEB leaders. The response to the orientation is overwhelmingly positive. Parent members Rachelle Abbott and Amy Moser said their 6th grade students enjoyed the event and felt less nervous about the first day of school because of it. Principal Todd Petersen stated that next year they would like to adjust the schedule for working on lockers so that way there can be fewer students practicing opening their lockers at the same time and better assistance during that time as well.

- **Update on Back to School Day Data**

A Back to School Day was held on August 7th. Incoming 7th and 8th grade students were able to come to school and get their schedules as well as tour the campus and find their locker. There was no cost for this event and was run by teachers and staff members volunteering their time to help. The response to the event has been positive.

- **Update on #OneHill**

#OneHill is an initiative shared by Foothill High School and the elementary and middle schools that eventually feed into Foothill. Representatives from each school worked together to identify core values we would like to see of our students, regardless of grade level. From this, the acronym ONE HILL was created. On August 8th, teachers from these schools, including Mannion, met together at Foothill High School. The day included a guest speaker as well as several team building activities. Teachers at Mannion Middle School received a poster of the ONE HILL acronym to hang in their classrooms. Also, we were able to bring in Mike Smith as a guest speaker for the students. Money from the City of Henderson was used to help pay for the guest speaker.

- **Update on 2018-2019 Program Initiatives**

The SOT was provided information on seven initiatives for the 2018-2019 school year. The first is the mandatory staff and student ID program. Students will be receiving a lanyard for their school ID. Students will need to wear their IDs every day. The main purpose behind the mandatory ID program is to help teachers get to know students in the hallway better so they can build positive relationships. The second initiative involves issuing each teacher a laptop for students to login when they are tardy or leave the room to use the restroom. The third initiative is to use Hope2 money to pay teachers who tutor their students while in In-House Suspension. Other initiatives include mentorship programs for special education students, the WEB program, and teacher mentorship for students who need extra support. The final program is the Kajeet Grant. This grant will help provide a Kajeet to select Mannion students without access to a home computer or internet. This device gives them access to the internet for educational purposes. The main goal of each of these initiatives is to provide students with what they need to be successful while building stronger relationships with them.

- **Update on Enrollment Numbers**

The enrollment number for the first day of school is 1,535. At the time of the meeting, the total enrollment number was 1,572. The school needs a total enrollment number of at least 1,575 to receive the necessary funding to keep the 8-hour campus monitor position as well as the SPTA that was approved by the SOT last school year. Count day will take place on August 24th. After county day, administration will review the master schedule to determine if any adjustments need to be made.

- **Staffing Update**

Currently there are vacancies for the following positions: 1 SPTA, 1 Special Education teacher, and 2 custodial positions. Only one of the two custodial positions will be filled. We are allocated funding for a total of 37 hours for the custodial staff. Filling both vacant positions would put us at a total of 40 hours, which would mean that we would have to pay for the additional hours ourselves.

- 1. **Elimination of OSII for Receptionist**

SOT Comments: Principal Todd Petersen informed the SOT that the AP Secretary (OSII) resigned to take a teaching position. After speaking with the office staff, it was determined that a receptionist would be more helpful than seeking someone to fill the OSII position. Also, by hiring an 8-hour receptionist rather than an OSII, the school will be saving about \$16,000.

Public Comments: None

Vote: Member Rachelle Abbott made a motion to eliminate the OSII position for a receptionist. The motion was seconded. There was a counted vote with 9 in favor and 0 opposed.

General Discussion

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

1. SBAC Results
2. Count Day & Budget Adjustments

Information

- **Next Meeting**

The next meeting will be held on September 20, 2018, in the Mannion Middle School Library at 3:30 P.M. The first meeting with the 2018-2019 SOT team will take place on October 11, 2018 at 3:30 P.M.

Public Comment Period

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

The meeting was adjourned at 4:30 P.M.