

Garrett Junior High School
School Organizational Team Minutes
January 5, 2017
6:00 P.M.

The Garrett Junior High School School Organizational Team (SOT) meeting was called to order at 6:00 P.M. on January 5, 2017. The meeting was held in the Garrett Junior High School library.

Members present:

Alison Bradley
Jeny Breeden
Jamey Hood
Jenifer Jefferies
Jace McKay
Kimberlee Trodahl
Kathleen West
Katherine Zander

This is the first meeting of the SOT so there were no previous minutes to be presented or approved.

Welcome and Roll Call

1.0 Welcome to all involved. Thank you for volunteering time and helping with this new process. Binders have been put together for everyone. Introduction of all members. Information provided about the process - teachers and support staff were also voted on just like the parent members.

Agenda Items

2.1 Functions of the School Organizational Team

J. Hood explained the purpose of the SOT and how AB394 came into play for the Clark County School District (CCSD). The reorganization allows all schools to operate on a flexible budget; all funds are provided and how it is divided is determined at the school level. The elected SOT is in place to assist and help the principal govern the body. As a group the SOT will plan for what the goals are as a school and assist in making sure the plan is carried out.

2.2 Selection of Chair

Motion by K. West for A. Bradley to serve as Chair; seconded by J. Breeden. Unanimous vote in favor of A. Bradley serving as Chair. Position accepted by A. Bradley.

2.3 Selection of Vice Chair

Motion by K. West for J. Breeden to serve as Vice Chair; seconded by J. Jeffries. Unanimous vote in favor of J. Breeden serving as Vice Chair. Position accepted by J. Breeden.

2.4 Community Members

If we have a community member it would have to be opened to the entire community and an election would take place. This position would also be non-voting. There was discussion about whether or not a community member is really required when the meetings are open to the community and if there are members of the community who want to attend they are free to do so. We are somewhat limited due to the size of the community and the fact that the member cannot be a teacher or a parent. J. Breeden made a motion to table this agenda item until the next meeting.

2.5 Minutes

Motion by K. West for J. Jeffries to serve to take minutes; seconded by J. Breeden. Unanimous vote in favor of J. Jeffries taking minutes. Position accepted by J. Jeffries.

2.6 Agendas

A. Bradley selected to create agenda as Chair.

2.7 Meeting Announcements

Announcements and agendas will be posted to the school website by SBT J. Barrios

General Discussion

3.1 Team Norms

The SOT completed the Establishing Norms worksheet provided by the District to develop norms that will function best for this group. These norms were created collaboratively with input from all SOT members. Additional discussion took place about the norms that should be established for the public comment period. The public comment period will be limited to 2 minutes per person per agenda item, with a total of 10 minutes per agenda item.

3.2 Meeting Procedures

J. Hood would like to keep procedures simple. Discussion, motion, second, vote and then move forward. Voting will be completed through an “aye” or “nay” process. Public comment will take place prior to a full SOT discussion of the action item. Items will be considered pass with a majority vote.

3.3 Agenda Planning

Data and strategic budget will be included on the next agenda. Other items may be added to the finalized agenda. When viewing budgets, only categorical amounts will be provided. The District has provided average numbers for administrator and teacher salaries, but support staff salaries are exact amounts. J. Hood recommended that the training videos on data and budget be watched prior to the next meeting so that all members are educated and prepared. The School Performance Plan (SPP) along with testing data has been provided to all members to review. A decision on whether or not to include a community member will be held at the next meeting.

3.4 Future Meetings

SOT made the decision to move one meeting at a time as opposed to planning for the duration of the school year. Motioned by K. Zander and seconded by K. West; unanimous vote in favor of this motion. The next meeting will be held on Thursday, February 2, 2017. Motioned by K. Trodahl and seconded by K. West; unanimous vote in favor of this motion.

Information

4.1 Next Meeting

Thursday, February 2, 2017

Public Comment Period

There were no community members present for public comment.

The meeting was adjourned at 7:30 p.m. Motioned by A. Bradley and seconded by K. Zander; unanimously approved.