STATON ELEMENTARY SCHOOL

School Organizational Team Minutes

June 7, 2017 4:00pm

The Staton Elementary School Organizational Team (Team) meeting was called to order at 4:01pm on June 7, 2017. The meeting was held at the Staton ES Library.

**Members present:**

* Carrie Kern, 1st grade Teacher
* Teri Mann, GATE Teacher -Chair
* Michael Harger, Site Based Technician
* Kristy Froehlich, Parent
* Nicole Hamilton, Parent
* Kristina Havill, Parent
* Leigh-Anne Mateyka, Parent-Secretary
* Gina Retke, Parent
* Carrie Robine, Parent
* Robert Hollowood, Science Teacher- Vice Chair
* Dawn Mae, Specialized Teaching Assistant
* Dr. Joan Lombard, Principal
* Lindsay Tomlinson, Principal (incoming)

**Members Absent:**

* Julie Hosea, Office Manager
* Christina Fitch, Assistant Principal
* Patti Haire, Kindergarten Teacher

**The minutes from the meeting dated May 31st,2017 were presented and approved as presented.**

New Agenda Items

* 3.2 SOT END OF THE YEAR PROCEDURES
	+ Dr. Lombard thanked everyone for their service on the SOT and presented everyone with a certificate of thanks.
	+ There was discussion as to whether or not we need to have a midterm election due to the current SOT losing 3 members. Since we will have quorum if we have at least 7 members present, it was unanimously decided to hold one election in the fall to elect the new SOT and fill the vacant spots then.
	+ A question was asked as to when we may receive additional funding from CCSD. Count day is September 12 and any additions to the budget will depend on count day.
	+ It was noted that CTT’s do not start until October.
	+ Discussion on CTT’s and their impact on the budget will be at the August 23rd meeting.
	+ There was no public comment on this agenda item.
* 3.1 ASSISTANT PRINCIPAL (AP)HIRING PROCESS
	+ The position was closed on Friday June 2nd. There were a total of 55 applicants, 15 are current APs and the rest are new to Admin. The applicant files were reviewed by Human Resources, rated and scored. The 28 highest scoring applicants were narrowed down to 8 and the top three will be forward to Andrea Rakita. Interviews will begin on Monday June 12th. Mrs. Tomlinson invited SOT members to stay after the meeting to provide input to the AP interview questions.
	+ There was no public comment on this agenda item.
* 4.0 GENERAL DISCUSSION
	+ Gina Retke and Mrs. Tomlinson brought up the idea of having a theme to kick off the new school year. “Blast off into a new school year!” “Be Kind Superstars” etc. The PTO will work with Mrs. Tomlinson to promote the theme.

5.0 INFORMATION

 The next meeting is Wednesday August 23, 2017 at 4-5pm in the Staton Library

PUBLIC COMMENT

 Jen Carvahlo thanked Dr. Lombard and welcomed Mrs. Tomlinson to Staton.

The meeting was adjourned at 4:30pm