STATON ELEMENTARY SCHOOL

School Organizational Team Minutes

January 24, 2018 3:30pm

The Staton Elementary School Organizational Team meeting was called to order at 3:37 pm on January 24, 2018. The meeting was held at the Staton ES Library.

**Members present:**

* Carrie Kern, 1st grade Teacher
* Teri Mann, GATE Teacher -Chair
* Kristy Froehlich, Parent
* Kristina Havill, Parent
* Gina Retke, Parent
* Winnie Wilson, Parent
* Leigh-Anne Mateyka, Parent-Secretary
* Robert Hollowood, Science Teacher- Vice Chair
* Rene Zullo, Staff
* Rachel Solem, Assistant Principal
* Lindsay Tomlinson, Principal

**Members Absent:**

**The minutes from the meeting dated December 13,2017 were presented and approved as presented.**

New Agenda Items

* 3.1 BUDGET DISCUSSION
	+ - Our projections for next year are based on this year. See the handout provided by Lindsay. Each grade’s projected headcount was divided by each grade’s teacher -to- student ratios to determine the number of teachers per grade. We are budgeted for a total of 30 teachers with 2 of those being “discretionary”. The SOT needs to decide and vote on where to place these two teaching positions. The budget currently allows for three 4th grade teachers which will put next year’s ratio at 44:1. As our projected teacher headcount in 4th grade calculated out to be 3.94 teachers, if SOT agrees that 1 discretionary unit should be used to hire an additional 4th grade teacher we just need to decide on one position to place. This will bring the ratio down to 33:1.
		- Four options were presented. Option 1: use 2nd discretionary unit in 1st grade ratio 18:1 and buy a 4th or 5th grade teacher out of Public Ed. Option 2: Use 2nd discretionary unit in 4th or 5th, buy a 4th or 5th grade teacher out of Public Ed, keep 1st at 5 teachers. Option 3: Use 2nd discretionary unit in either 1st,4th or 5th, buy a technology teacher from Public Ed. Option 4: suggestions from staff, Buy Tech teacher, buy computers for the school and cut science and put into classroom. (this would impact specials scheduling and could cause a safety issue with the number of classes that would have to double up in specials.)
			* Discussion-
				+ We will not plan on RB3 money until if and when we get that money in July.
				+ 1st grade student headcount is unpredictable because of the number of students that come in from private Kinder. We typically have more students that projected.
				+ When school starts, and we need more teachers in a grade than projected, we can move teachers or they can be surplussed.
				+ There was concern that if we don’t plan for the additional 1st grade teacher we would be looking at moving students mid-year again.
				+ The planned ratio for 4th and 5th is 33.5.
				+ If we hire the 4th grade position but need to move it to 5th that would be easier than moving a 1st grade position to 4th or 5th.
				+ A question was asked as to what flexibility we have in how specials are run. The feasibility of having a limited library that it is run part time or by an aide so that we could fund a technology teacher was discussed. Library would be all tech related and research based. If a student was learning about a subject they could take it to library, research it and then take it to the tech or computer lab and put it on a google slide. Could library keep the aide and run it with a CTT and then use to those funds to hire a technology teacher? A lot of schools are moving to a Media Center model. Further discussion was tabled until another time.
				+ A quick vote was taken to see where we stood on the 4 Options. The majority were in favor of option 2 which is to hire the 4th grade teacher and bank on getting a 1st grade teacher through count day.
				+ A question was asked about the potential to keep 1st grade at 21 and put any new kids into 1 class and add an aide to help with the larger headcount. Teachers agree that it doesn’t work. The class is too loud and crowded.

**Motion to vote for Option 2 was made by Kristy Froelich. Motion was seconded. 8 In Favor, 1 Opposed. Motion Passes**.

* Discretionary to 5th grade. We buy 4th out of Public Ed Funds. This will put 5 teachers in both 4th and 5th grade. Lindsay and Rachel will be working on grade level assignments and room assignments. 4th and 5th grade teachers will give input on departmentalization and how the accelerated will factor in. A three class rotation is causing too much lost time.
	+ Other budget items to discuss-
		- We need new computers. 100 desktop All-In-1’s would cost $50,000
		- Literature for 3rd, 4th and 5th grade. These are Class Sets. Each child gets a book and explores informational text and research. There is a total of 4 books that each class would read. We could purchase what we need for under $10,000.
		- We have 2 Specials CTT’s and 3 RTI CTTs.
		- We could look at charging students a computer/technology fee in the future.
		- Our office is currently staffed with a Clerk, Office Manager and an Aide. The Aide is not a required position. The aide position can be part time. Aides can help with anything including lunch duty, recess and other types of coverage. The position offers a lot of coverage.
		- There was discussion on what to ask Windsong Trust for.

**Motion to ask Windsong Trust for $80,000 to fund a Technology Teacher was made by Kristy Froehlich, Motion was seconded. All in Favor, motion passed.**

4.0 Items for Future Agendas

* If we do not receive the money from Windsong, what do we do with the Tech Lab?
* March 12 transfer season opens, and we can start hiring.
* The final budget is due February 15.
* School Performance Plan will be discussed at our next meeting.
* Library/Tech Lab

5.0 INFORMATION

 The next meeting is February 7, 2018 at 3:30 pm in the Room 53

The meeting was adjourned at 5:40pm

* Public Comment - NA