



School Organizational Team Minutes  
October 26, 2021

**1.0 Welcome** - meeting called to order at 4:12 p.m. by Mike Houle

**1.1 Roll Call & Team Member Introductions**

Members Present

Christina Haltom, Member (Chair)  
Angela Gilchrist, Member (Co-Chair)  
Cathy Peters, Member (Scribe)  
Leanne Graybeal, Member  
Mallory Torres, Member  
Mike Houle, Principal

Members Absent

Jamie Sprenkel, Member

**1.2 Approval of minutes:** all in favor

**2.0 Old Items** - None

**3.0 New Items**

**3.1 PURPOSE AND ROLE OF THE SOT TEAM**

- Mr. Houle explained the role of the SOT Team involves : 1. The strategic budget, 2. School Performance Plan, 3. Involvement should there be a principal change
- All are voting members except the principal. Principal is the tie breaking vote if needed.
- The role of the team is to “advise.” The SOT team does not make decisions.

**3.2 MEETING EXPECTATIONS**

**Norms of the Team**

- Meetings will be from 4:00-5:30 p.m. on the third Tuesday of the month. Other meetings may be called as needed.
- Attendance – if unable to attend, send email to the team. Members who miss 3 or more meetings will be replaced.
- Listening – cell phones on vibrate, no sidebar conversations
- Disagreements – Be positive minded.
- Consensus – Be solution minded.

**Procedures**

- Voting will be “fist to five” – 5 being “I’m all in., 3- “I can see that, but have questions”, 1- “No way”
- At close of meeting, public has opportunity to speak on non-agenda items, but focus is on budget and school performance plan

**3.3 SELECTION OF CHAIR, VICE CHAIR, AND SCRIBE**

- Chair (Christina Haltom): will monitor the progress of the meeting
- Vice Chair (Angela Gilchrist): will assist the Chairperson if not available

- Scribe (Cathy Peters): take notes during all SOT meetings and prepare minutes for approval at the next meeting
- Mr. Houle will make the agendas

### **3.4 COMMUNITY MEMBERS**

- The team discussed the possibility of adding an additional community member to the SOT team. Mrs. Torres made a motion that we keep this option open for later, if we learn of someone. Mrs. Graybeal seconded the motion. The vote was 5 yes, 0 no in favor of keeping the option open.

### **3.5 AGENDAS:**

#### **Creation and Posting of monthly agenda**

- Mr. Houle will create and post the agenda. It will be posted on the school website, in the calendar invite, and as an attachment.

#### **Meeting Dates and Times**

- We will meet on the third Tuesday of the month. Meetings will begin at 4:00 p.m.

### **3.6 SCHOOL BUDGET OVERVIEW:**

- Mr. Houle explained the various funding sources:
  - SGF (School generated funds): Money comes from the community and the money is targeted toward student needs.
  - Strategic Budget: Money comes from the state of Nevada and is based on the number of students on Count Day
  - State Grant Funds: Other funding sources from state or federal grants. We receive money for ELL (based on the number of ELL students), Read by Grade 3, and At-Risk & EL (using a student weighted formula).

### **3.7 SCHOOL PERFORMANCE PLAN:**

- This is an academic plan which is an accountability of how students are academically performing.
- Use of MAP testing for K-2; SBAC for 3-5
- Need to formulate and develop action steps to increase proficiency.

## **4.0 General Discussion**

### **4.1 AGENDA PLANNING: Items for future agendas**

- Review of Strategic Budget and Staffing
- Review the School Performance Plan
- Rezoning: We are at 109% capacity. Rezoning will be decided by those in charge of that. New zoning changes will take place next school year.

## **5.0 Information**

### **5.1 Next Meeting- Tuesday, November 16, 2021 @ 4:00 p.m.**

## **6.0 Public Comment Period** No one was in attendance

## **7.0 Adjourn Meeting** - 5:15 PM- Mr. Houle