STATON ELEMENTARY SCHOOL

School Organizational Team Minutes

August 23, 2017 4:00pm

The Staton Elementary School Organizational Team (Team) meeting was called to order at 4:04pm on August 23, 2017. The meeting was held at the Staton ES Library.

**Members present:**

* Carrie Kern, 1st grade Teacher
* Teri Mann, GATE Teacher -Chair
* Kristy Froehlich, Parent
* Nicole Hamilton, Parent
* Kristina Havill, Parent
* Leigh-Anne Mateyka, Parent-Secretary
* Robert Hollowood, Science Teacher- Vice Chair
* Lindsay Tomlinson, Principal

**Members Absent:**

* Julie Hosea, Office Manager
* Michael Harger, Site Based Technician
* Gina Retke, Parent

**The minutes from the meeting dated June 7,2017 were presented and approved as presented.**

New Agenda Items

* 3.0 SCHOOL BUDGET TIMELINE
	+ Count day is on 9/8/2017. The day was moved to the Friday after Labor Day. After we have completed the count we should receive our budget worksheet from CCSD. The worksheet will be open until 9/22 and we can make any necessary changes based on our enrollment.
	+ Mrs. Tomlinson reviewed our current Class Count as of 8/21/2017. It was noted that the Students in Woodard do not count in the budgeted headcount as they receive Special Education Funding.
	+ Based on the Class Count on 8/21 (not the official count which comes on 9/8) and the class size limits, it looks as though we may need to add an additional 1st grade teacher. We are on the cusp of possibly adding another 3rd grade teacher. This will all depend on what the actual headcount is on 9/8.
	+ Based on the Class Count worksheet we would need 31.2 staff members to be fully staffed. We are at 31. If we were to need to hire another teacher we would vote on which grade. At this point in the year, the teacher would come from surplus.
	+ We will discuss teacher headcount and the money from the PTO that is to go towards keeping 4th grade class size reduction at the next meeting.
* 4.0 GENERAL DISCUSSION
	+ Future Agendas – The next meeting will cover the budget.
	+ CTT’s will start on 9/5 and the Tech CTTs will start on 9/25.
	+ October 5th will be the tentative Tech Lab Kick Off. We may try and have an event the day before for the parents.
	+ The SOT election for teachers is on 9/7/2017.
	+ Our SOT membership will be going down to 9 from 12.
	+ Please refer to reorg.ccsd.net for information on the reorganization of CCSD and SOTs.

5.0 INFORMATION

 The next meeting is Wednesday September 20, 2017 at 4 pm in the Staton Library

The meeting was adjourned at 4:30pm