

**Minutes**  
**STATON ELEMENTARY SCHOOL**  
**School Organizational Team Meeting**  
**Staton ES – Staton Library**

**Tuesday, September 13, 2022**

**School Organizational Team Members:**

- Jaymi Clemens – Principal
- Kim Crowe – Assistant Principal
- Robert Hollowood, Science Teacher - Chair
- Jennifer Katz, 4<sup>th</sup> Grade Teacher – Secretary ABSENT
- Julie Hosea, Office Manager
- Alyssa Davies, Parent
- Shannan Ohlson, Parent
- Brian Cook, Parent

This meeting agenda is posted publicly on the school website at [www.statonelementary.com](http://www.statonelementary.com).

The School Organizational Team may take items on the agenda out of order; may combine two or more agenda items for consideration; and may remove an item from the agenda or delay discussion relating to items on the agenda at any time.

Speakers wishing to speak during the public comment period for this meeting may sign up in the chat on the Google Meet (virtually) or in person immediately prior to the beginning of the meeting. Speakers will be called in the order in which they signed up. No one may sign up for another person or yield their time to another person. Generally, a person wishing to speak during the comment period will be allowed two (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing.

It is asked that speakers be respectful to each other, Team members, the principal and school district staff. Speakers that are disruptive will be asked to leave the meeting.

**Team Norms and Meeting Procedures**

- Five members must be present in order for there to be a quorum so that a vote may be held.
- Members may submit their opinion/perspective if they are unable to attend the meeting, but may not vote unless present.
- Robert’s Rules of Order and round table discussion will be utilized allowing everyone to comment before anyone has a second chance to speak.
- We will use consensus building strategies as we see fit and will not have side bar conversations.
- Team expectations include the following:
  - We will consider the best interest of all kids and grades at Staton Elementary
  - We will show members common respect
  - We will strive to not take things personally or make them personal during discussions
  - We will keep it positive and professional
  - We will look at the “Big Picture” and consider the future of Staton Elementary and its future students
  - We will keep an open mind
  - We will support the decision of the team

**1.0 Welcome & Roll Call – 3:35pm**

**2.0 Old Items**

- 1.1 Approve Minutes from August 17, 2022 Meeting Julie Hosea motions to approve the minutes. Shannan Ohlson approves the motion.
- 2.1

**3.0 New Items**

- 3.1 FY 23 Budget Approval – Ms. Clemens advised that we are able to pay for 33 teachers from our General Funds including carryover and 3 other teachers from At Risk/ELL/ESER funds. We do not have to use any funds from Public Ed to fund a teacher. There was \$253K carryover (attributed to vacancy in Autism, partial year vacancy in SBT position, days when we did not have subs and unused supply money). We will have \$174K left for supplies and other

services after allocating \$5K for Sub release days for planning and instructional rounds. Ms. Clemens advised that Staton will be getting new Interactive Flat Panels to replace the smartboards in every classroom. These should be installed by December 2022. We will be looking into getting new printers and computers/laptops for teachers. Shannan Ohlson asked about the use of Public Education funds. She wants to make sure that the funds don't just sit there and go unused for years. She recommended that we discuss each month to make sure that we put the funds to good use. Currently there is \$415,207.84 after the \$120,645.72 that PTO deposited from 21-22 fundraising. Shannan Ohlson made a motion to approve the budget and Julie Hosea seconded the motion.

3.2 New SOT Parent members will be Brian Cook, Aubany Glancz and Emily Nelson. Support staff started voting today and licensed will be next week.

**4.0 Public Comment Period: 10 minutes maximum allotted**

**Meeting Adjourned: 3:51pm**

**Next Meeting:** October 19, 2022