

Minutes
Aggie Roberts Elementary School
School Organizational Team Meeting
Roberts ES Library
Tuesday, January 24, 2017
4:00 p.m. – 5:00 p.m.

This meeting agenda is posted publicly on the school website at
www.schools.ccsd.net/roberts

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 call the school office or sign up 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. A person wishing to speak during the comment period will be allowed (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing.

1.0 Welcome and Roll Call

Meeting was called to order by Ms. Harbin at 4:05 p.m.

School Organizational Team Members Present:

Voting Members:

Alexandra Crocker
Maydra Hernandez
Anne Kinzer
Alexis Kovalovich
Heather Pippin
Sharon Pope
Michael Radisch
Jane Strawn

Secretary/Note Taker:

Marissa Rasavong

Principal:

Deborah Harbin

2.0 New Items

*Ms. Harbin reviewed a handout about the function of the School Organization Team and scope of the Team's advisory authority and opened for discussions and questions. There were none.

*Discussion on voting methods. The team decided voting would be decided by raising hands and a majority.

*The team unanimously voted Alexis Kovalovich to be the Chair of the Roberts SOT and Maydra Hernandez the Co-Chair, also by unanimous vote. The team unanimously voted that Marissa Rasavong would be the Secretary. The team unanimously voted not to have community members as a part of the SOT at this time.

*Discussed operating procedures: The Chair will create agendas, email to team at least 2 days in advance and ensure it is posted to the website if no questions (team members are to reply when the agenda is read so the Chair will know when to post to the website).

3.0 General Discussion

The Team identified norms:

*Meetings will begin at 4:00 p.m., no meetings will be held in June, July or December, meeting end times will be 5:00 p.m., and attendance is required for at least 2/3 of the meetings. Participation in meetings is assumed if member is in attendance for 3/4 of the meeting. (All by unanimous vote). The Chair will dismiss any unruly participants from meetings.

*The team voted unanimously to table the scheduling of the meetings for the rest of the year until the February meeting.

*The 2016-17 School Performance Plan was reviewed by the Team. The Team voted unanimously to adopt the 2016-17 School Performance Plan for the 2017-18 school year.

4.0 Information

*Next Meeting: Tuesday, February 15, 2017 at 4:00 p.m. in the library

5.0 Public Comment Period (Minutes maximum allotted)

*The team unanimously voted to allot 2 minutes for each public comment.

*There was no public comment during the meeting.

*A motion was made by Ms. Harbin to adjourn the meeting at 5:09 p.m. Annie Kinzer seconded the motion.