

## MINUTES

Helen Marie Smith Elementary  
School Organizational Team Meeting  
Google Meet - <https://meet.google.com/mnd-smtr-tcr>  
Wednesday, October 7, 2020  
3:45 PM

School Organizational Team Members: (Bold means Present at the meeting)

**Sarah Sunnasy, Licenced, Chair**

**Anastasia Reveal-White, Parent, Vice-Chair**

**Kate Straub - Licenced**

**Nicole Abarca - Parent**

Raeann Moralez - Parent

TBD - Support Staff

**Jennifer Wright, Principal**

**Merrill Young, Assistant Principal**

This meeting agenda is posted publicly on the school website at <http://www.helenmariesmith.org>

The School Organizational Team may take items on the agenda out of order, combine two or more agenda items for consideration, and 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 email Sarah Sunnasy ([sunnasa@nv.ccsd.net](mailto:sunnasa@nv.ccsd.net)) 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. 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.

### 1.0 Welcome & Roll Call - Meeting called to order @ 3:52

#### 1.1 ADOPTED FLEXIBLE AGENDA

### 2.0 Old Items

- 2.1 Adoption of September Minutes
- 2.2 Budget - Passed
- 2.3 Distance Learning Expectations

### 3.0 New Items

#### 3.1 Introductions and New Members

- 3.1.1 Kate Straub
- 3.1.2 Nicole Abarca
- 3.1.3 Raeann Moralez
- 3.1.4 Support Staff Position (if determined)

#### 3.2 Support Staff Position (Unfilled as of the writing of this agenda. Update at meeting.)

**Sarah Sunnasy has reached out to NSEA/ESEA to determine the status of the Support Staff position**

#### 3.3 Elections

- 3.3.1 Chair - **Sarah Sunnasy Elected**
- 3.3.2 Vice Chair - **Anastasia Reveal-White Elected**
- 3.3.3 Secretary - **Nichole Abarca Elected**

### 3.4 School Performance Plan - Discussion and Action - **Approved by SOT**

**Ms. Wright, Principal, presented notes on the School Performance Plan that detailed the SPP for the 2020/2021 School Year, noting that the data we are using for baseline is from the 18/19 school year because students were not able to take the SBAC test in 19/20 due to Covid related school shutdowns. She will post the SPP for public viewing on the school website when it is approved by the region.**

### 3.5 October Attendance Challenge -

- **Noticing that Friday participation dropping. September attendance @96%. Spotlited on announcements.**
- **Checking in on Friday's - small groups, reteaching, GATE/TAGS, SpEd testing**
- **Grade level with highest attendance in October will receive a prize mailed to their homes.**
- **Instruction still continues on Friday, but students can work at their own pace for flexibility. There is still work to be completed. Teachers still requiring work to be done and participation to happen. Live lessons in the morning. Small groups throughout the day.**
- **Anastasia concerned about consistency between grade levels and expectations on Fridays.**

### 3.6 Carpet Replacement - **Officially started! Ms. Wright says it's like a brand new building!**

## 4.0 General Discussion

4.1 Agenda Planning: Items for Future Agendas

4.2 Discussion and Request for Future Meeting - **Sarah Sunnasy will send a survey to SOT members to determine the best day and time for future meetings**

## 5.0 Information

5.1 November Meeting: **TBD**

## 6.0 Public Comment Period (2 minutes maximum allotted)

**Nicole - What are the parameters for things that can be discussed? - Answer - anything pertaining to the school**

**Ms. Wright - Parent connections are imperative**

**Admin parent meetings at least once per month - Forum for voicing concerns and working to build a community and encourage parent involvement and participation**

## 7.0 Vote to Adjourn - 4:49pm