

MINUTES
Helen Marie Smith Elementary
School Organizational Team Meeting
Google Meet - <https://meet.google.com/ffj-tvoo-gaw>
September 22, 2020
3:45 PM

School Organizational Team Members:

Sarah Sunnasy, Chair - **Present**
Anastasia Reveal-White, Vice-Chair - **Present**
Jennifer Willacey, Member - **Present**
Gina Antill, Member - **Present**
Marcus Dennis, Member - **Present**

Jennifer Wright, Principal - **Present**
Merrill Young, Assistant Principal- **Present**

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) 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 - CTO @ 3:48

1.1 Approval of Minutes: Approved

2.0 Old Items

2.1 Addition internet update- Internet is up and running

3.0 New Items

3.1 New Assistant Principal Introduction - Ms. Merrill Young

3.2 SOT Elections

Anastasia Reveal-White - Concerns about people not knowing who is running or anything about them. Is there a way to add a bio with the candidates?

Ms. Wright - Only three candidates, all three will be included if they receive at least one vote.

We have to hold elections as per NRS, so the election is more of a formality.

Anastasia Reveal-White - If there are more people for next year, can we get bios up? (Yes)

3.3 Distance Learning updates

3.3.1 Teacher Responsibilities

- Synchronous lessons daily (New Flexible Friday expectations), Lessons recorded, or some kind of digital lesson available for students who missed class.
- Flexible Friday - Students will be working independently on Fridays to complete work and engage in asynchronous learning activities.

3.3.2 Parent Responsibilities

Communication with teachers is vital. Checking class dojo and email.

Helping students log in, then walk away. (Especially with testing), Allow students to do their own work so teachers know what students know.

3.4 Budget Presentation - Ms. Wright - Information and Possible Action

Summary: Title I funding Buying a 3rd grade teacher - Class Size Reduction teacher (CSR)

- Buying a 1st grade teacher - CSR (Split fund with general funds - \$5,000)
- Accelerated Reader
- Book Study books for staff
- Originally going to spend Title I money on Technology, but paused on that thought because of the distance learning situation - Put money into another teacher
- Enrollment Projection was 547, Actual 475 (-72).
- Money from the District - Budget cut \$47,908.08
- Carryover money saved us - \$414,000 spring money not spent because we weren't in the building - also includes attrition money. K and 1 sub.
- Smith is paying ½ of the AP cost so we can keep a full time AP.
- We do not have a school aid, or 3.9 hour custodian.
- Service level agreements are intact - they give us the money and then take it back when it is used.
- RBG3 money will be spent on the RBG3 position
- \$289,291.15 left to fund the school for the year.
 - Money going into supply budget in preparation for going back into buildings
 - New copy machine for the front office
 - Everything else will be banked to use as needed.

Vote on Budget - **Budget passed unanimously**

4.0 General Discussion

4.1 Agenda Planning: Items for Future Agendas

- School Performance Plan - Action Item
- Possible - Title I, Family Engagement Plan - Discussion and Possible Action
- Carpet Update - Information

4.2 Discussion and Request for Future Meeting

Meet October 7th or 8th - School Performance Plan Due Oct 9

5.0 Information

5.1 October Meeting: TBD

6.0 Public Comment Period (2 minutes maximum allotted)

7.0 Vote to Adjourn - Adjourned 4:23pm