

MINUTES

Jan Jones Blackhurst Elementary School
School Organizational Team (SOT) Meeting
Jan Jones Blackhurst Elementary School Library
Thursday, January 25, 2018
3:47 pm to 4:48 pm

In Attendance:

Janet Burkland, Member
Ashley Chatham, Member
Jeff Ferrari, Member
Sue Hodsdon, Member
Jason Lillebo, Member
Meagan Stovicek, Member

Jennifer Boccia, Principal

1.0 Welcome & Roll Call & Review and Adoption of Minutes from 12/7/17 SOT Meeting

1.1 Review and adoption of minutes from December 7, 2017 School Organization Team (SOT) Meeting with adjustment made only to date at top-Approved

2.0 New Items

2.1 2018 -2019 Strategic Budget

- Principal Jennifer Boccia shared three proposed budget scenarios for the 2018-19 School Year
 - Projected enrollment of 707 students (compared to current 648) should allow for 5 additional teachers (2 for first grade, 1 each for third, fourth and fifth)
 - There should be Open Enrollment seats available and we are encouraging families to apply to keep enrollment up.
 - Humanities special to be added which will change to 6 day special rotation to accommodate for larger population
 - Proposed Budget A:
 - Hire a licensed teacher for Humanities position who will be charged with creating lesson plans with the focus on computers/use of Google
 - Have Jason Lillebo serving as Read by 3 liason
 - After salaries for Administration, licensed staff, and support staff, the remaining budget would be \$56,861.10
 - Supplies for the school (instructional & custodial are estimated to be about \$50, 000 fo the current school year leaving about \$6000 for field trips, library books, etc
 - Proposed Budget B:

- Hire two Certified Temporary Teachers (CTT) to cover the Humanities position. Each grade level would be responsible for developing lesson plans
 - Janet Burkland to assist with Read by Grade 3 requirements, including Professional Development and Tier 3 Interventions
 - All other administration, licensed staff, and support staff remains the same as Scenario A
 - Remaining funds would be \$79, 981.23
- Proposed Budget C:
 - Buy out GATE teacher's split salary from Berkley Elementary School (we currently have him 60% of the time). He would develop Humanities program and lesson plans. He would teach the class 2 days per week and we hire 1 CTT to teach the class the other 3 days
 - Janet Burkland to assist with Read by Grade 3 requirements, including Professional Development and Tier 3 Interventions
 - Remaining funds would be \$72, 048.23
 - Waiting to hear back from the GATE office for the District to make sure we are able to buy our teacher out
- Principal Jennifer Boccia presented scenarios to the Staff and the preferred choice was Budget C
- SOT team will vote at next meeting to approve budget. At that point, there should be a response from the GATE office

2.2 2018-2019 School Performance Plan

- The accountability team will be meeting to develop a draft of the School Performance Plan (SPP) for the 2018-19 School Year
- The SOT team will vote at the next meeting to submit to the District
- Handout shared (Menu of Goals for the 2018-2019 School Performance Plans)
- SOT team to look over and send any suggestions to Principal Jennifer Boccia and Janet Burkland
- Our goals may be general due to limited available data
- SPP due to Area Superintendent by February 15th

3.0 General Discussion

3.1 FUTURE MEETINGS.

- Next Meeting will be on Thursday, February 8, 2018 at 3:45 in the JBES Library

4.0 Public Comment Period

- Mrs. Boccia encouraged those present to spread the word about Open Enrollment to potential families

- Update regarding Volunteer Regulation: District is pushing out a video to have all students view in regards to safety. Team viewed video. School will be airing it on GM Jags for the whole school to see. A letter will go home to parents to explain.

TO DO:

- Review potential goals to contribute to the SPP

Meeting adjourned at 4:48PM