

## **Edith Garehime Elementary School School Organizational Team Meeting Minutes**

Location: Garehime Library

Date: October 25, 2018

Time: 3:45 pm - 4:15 pm

The meeting was called to order by Mr. Lewis at 3:45 in Garehime Library.

1. Members present:

- i. Ryan Lewis, Principal
- ii. Lisa Dixon, Teacher
- iii. Katherine Threadgould, GATE Specialist
- iv. Michelle Cox, Teacher
- v. Lori Urrutia, Support Staff
- vi. Christina Cohen, Parent
- vii. Kristal Frank, Parent

2. Attendance: SOT member sign-in/approval of minutes from

3. New items:

- a. We need to elect new officers. Our meetings can not be held during contract hours. Lori works until 4:30 so we need to work around her schedule. Our meeting will vary based on legislative schedules and such. We will be expected to receive our budget on January 15, 2019 and we will need after that. We need to be flexible with schedules. We will have a standing meeting once per month but we will add new meeting as needed.

1. Election results:

- a. Lisa Dixon: President
- b. Kristal Frank: Vice-Chair
- c. Katherine Threadgould: Secretary

4. SOT Basics:

- a. We are an advisory to the budget each year. We ask questions and facilitate transmission. Title I budget is not under the jurisdiction of this team, however, we do look at the budget globally before making final decisions. We must wait on the information from the state before we can move forward with decisions. Ryan reviewed the year end budget allocations and issues affecting our school. He encouraged the new SOT members to review the past meeting minutes so they are familiar with our budget.

5. Information:

a. Meeting schedules:

- i. Tuesday, November 13, 2018 @ 4:00 pm
- ii. Monday, December 3, 2018 @ 4:00 pm
- iii. Monday, January 28, 2018 @ 4:00 pm
- iv. Public Comment Period (2 minutes per person)

6. Adjournment: Lisa Dixon called for adjournment at 4:15 pm