

**James B. McMillan Elementary School
School Organizational Team Minutes
September 10, 2019**

The James B. McMillan Elementary School Organizational Team meeting was called to order at 4:30 p.m. September 10, 2019. The meeting was held in the multipurpose room at James B. McMillan Elementary School.

Members present:

Meggan Fowler (via phone)
Cheri Griggs

Non-Voting Members present:

Antoinette Irby
Nikki Longmore

Community/Parents present:

Rena Brown
Danielle Welte
Jayne Jensen

The minutes from the meeting dated August 20, 2019 were presented and accepted unanimously without changes.

Old Agenda Items

- **SOT TEAM ELECTIONS.** Mrs. Irby welcomed the parents in attendance, shared the team norms for meeting participation, and invited them to consider self-nomination as parent members of the SOT with ballots sent home on Wednesday, September 11, 2019.
- **STRATEGIC BUDGET.** Mrs. Irby shared attendance numbers from Staff Count Day (Friday, 9/6/2019). The projections from the district in comparison to actual students in attendance were relatively close in most grade levels. We will await the decision from the district to see if additional positions will be opened or removed based upon enrollment numbers.
- **ATTENDANCE.** Our school performance plan goal is 90% attendance goal. During the 2018-19 school year, the actual attendance was 77.11% with 125 students with chronic absenteeism. Incentives to encourage attendance include perfect attendance awards at the Student of the Month assemblies, Random Attendance Days where students earn prizes for being in their seats at 9:10 a.m. on that particular day, and monthly banners for the grade level classes with the least tardies and absences for the month. Student achievement is aligned to attendance, and this is discussed with parents when administration has absenteeism conference with the student and parent.

New Agenda Items

- **MAP & SBAC SCORE REVIEW.** Performance tasks and higher level thinking are a major part of SBAC scoring. Additionally, typing skills are necessary as students share their knowledge, thoughts, and skills. The librarian will assist by focusing on keyboarding for all grade levels. School-wide each grade level will focus on and complete performance tasks to develop/higher deeper thinking skills and improve student growth.
- **BULLYING.** Currently we are projecting to surpass last year's number of cases. Mrs. Longmore clarified the definition of bullying. Parents often times express frustration (i.e. Parent Concern forms, social media) that "nothing is being done." However, 634 parent conferences were held during the 2018-2019 school year. Strict FERPA laws protect the victim/parents, offender/parents, etc. when discussing incidents, infractions, etc.

General Discussion

- **Agenda Planning: Items for Future Agendas**
The committee identified October agenda items:
 - Attendance- Absenteeism breakdowns by grade level, ethnicity, etc.
 - Root Causes/ 5 Why Model – Return on Investment, Curriculum. Needed change to increase student achievement.

Information

- **Next Meeting.** The next meeting will be held on October 8, 2019 at 4:30 pm in the James B. McMillan ES multipurpose room.

Public Comment: none

The meeting was adjourned at 5:34 p.m.