

**James B. McMillan Elementary School
School Organizational Team Minutes
August 20, 2019**

The James B. McMillan Elementary School Organizational Team meeting was called to order at 5:00 p.m. August 20, 2019. The meeting was held in the multipurpose room at James B. McMillan Elementary School.

Members present:

*Meggan Fowler
Cheri Griggs*

Non-Voting Members present:

*Antoinette Irby
Nikki Longmore*

The minutes from the meeting dated June 17, 2019 were tabled and will be presented at the September 10th meeting.

Old Agenda Items

- **SOT TEAM ELECTIONS.** Discussion was presented regarding the parent election. It will be held on September 25th during the Writing Night Parent Night. Nomination forms will go home in the September 11th Wednesday folders and will be due back by September 20th. Mrs. Fowler made suggestions for changes to the nomination form to include an expectation for participation. SOT members will make corrections and submit to Mrs. Irby for approval.
- **PARENT MEMBERS.** The SOT decided unanimously to remove Linda Judd and Ron Habeebullah from the SOT due to the fact that they do not have children attending McMillan ES this school year.

New Agenda Items

SUPPORT STAFF/TEACHER SOT ELECTIONS. Elections for Support Staff positions and Teacher positions on the SOT will be conducted by the respective unions starting October 1st.

BUDGETS. Mrs. Griggs asked when Count Day would be so that Parents could be notified by ClassDojo. Mrs. Irby noted that our Strategic Budget still allots for 5 kindergarten teachers even though enrollment is less than was projected. Leadership Team is presently reviewing staffing, enrollment, curriculum, test scores, and technology for return on investments: How do we align funding with results? Administration noted: changes to staff and grade levels, 125 students with chronic absenteeism during 2018-2019 school year, doing things differently will be revised in lesson plans, additional staff training will take place, and looking for increased opportunities for parental involvement. Presently administration, office staff, and Safe School Professional are already talking with parents of students with high absences and tardies already this school year. Information has been shared reminding parents of the district attendance expectations and the result of absenteeism (i.e. lower test scores, missed instruction, possible educational neglect reporting).

Public Concern. Former SOT parent and community member in attendance, Tess LeCroix, expressed concern that parents should take their children's education seriously. Mrs. Griggs suggested that Ms. LeCroix should present to parents at a Student of the Month (SOTM) assembly and/or Family Night in order to drive parental involvement as a message coming from a fellow parent. Mrs. Fowler agreed with the suggestion, and Mrs. Irby along with Ms. LeCroix will look at how to implement that for the next SOTM assembly and/or Family Night.

General Discussion

- **Agenda Planning: Items for Future Agendas**
The committee identified for September agenda items:
 - 2019-2020 absenteeism to-date (School Clerk will print a report for our review.).
 - 2019-2020 SB178 and 2019-2020 Title I budgets.
 - Updates to the 2019-2020 Strategic Budget.
 - 2019-2020 School Performance Plan and SBAC/MAP data

Information

- **Next Meeting.** The next meeting will be held on September 10, 2019 at 4:30 pm in the James B. McMillan ES multipurpose room.

Public Comment: none

The meeting was adjourned at 6:00 p.m.