

Minutes
James B. McMillan Elementary School
School Organizational Team Meeting
Thursday, May 11, 2022
4:30 p.m. - 5:30 p.m.



SOT Members Present:

Brenda Garcia
Marissa Grady
Lauren Peters
Michelle Peterson

Non-Voting Members Present:

Nikki Longmore, Principal
Julie Zambas, Assistant Principal

SOT Members Not Present:

Maria De Shakir
Danielle Welte

1.0 Welcome, Roll Call, and Reading of the Minutes

1.1 The minutes from the meeting dated April 7, 2022 were presented and unanimously accepted with some changes. The following changes were made; The date for the previous minutes were dated wrong and it was changed to March 8 and the meeting date for our May meeting was changed from May 12 to May 11 due to a conflict with our STEAM night. With those changes, the minutes were unanimously accepted.

2.0 New Items

2.1 School General Budget

As of the time of the meeting, there is still \$263,820.79 in our general budget. Of that amount, \$30,000 was recently used to purchase new desks for the school, which was previously discussed a couple months ago. All of the desks ordered should be arriving before June 30th.

2.2 Title I Budget

The Title I Budget has no changes, everything has stayed the same.

2.3 Current Staffing

There have been some changes to staffing for next year. Mrs. Griggs will be moving from Kindergarten to Preschool. In making staffing moves this school year, administration looked at student success data, such as the different testing data and common assessments. It was determined based off of this, Mrs. Griggs will go from Kindergarten to Preschool and Ms. Verburgt will be returning to Kindergarten from Preschool. There is still a vacant position in First Grade. We are waiting to see what the numbers are looking like for First Grade and Second Grade. Since we are a 2 star school, we do have a classroom capacity limit for class sizes. We currently have class sizes that are sitting at 16-17 students. We may have to shuffle teachers around depending on what the class sizes look like at the beginning of the school year. We have hired a new First Grade teacher to take the position of Ms. Millaudon as she is taking a teaching position at Nevada Learning Academy. A Fourth Grade teacher has been hired to fill the position of Mrs. Bass. She is moving to a different position in our school as our Read by Grade 3 Strategist position. We have also hired a 3, 4, 5 Multi Grade Level Intensive Interventionist. For next year we have 4 Kindergarten positions, 5 First grade positions, 4 Second grade positions, 4 Third grade positions, 3 Fourth grade positions, and 3 Fifth grade positions. We also might have the opportunity to hire some instructional aides depending on what class sizes look like and once we see what our teacher situation looks like along with the budget. We have a counselor vacancy that

we are still hiring for. We have hired for our Primary Resource position, our SEIF position and we have also hired for our Intermediate SLD position.

2.4 School Core Values for Next Year

After meeting with the Leadership team over several meetings, we have come up with a new mission statement for our school. The mission statement is as follows:

“James B. McMillan Elementary School will educate a diverse population of students and foster an environment that allows all students to feel supported, to take risks, and to push themselves to their academic limit while building positive relationships with all stakeholders.”

We want all students and staff to feel supported and for school to be a safe place for people to take risks, not just our students, but the teachers as well. Everyone thinking outside the box and to be problem solvers. We also want to make sure that students have a positive attitude and a growth mindset. We want to always build positive relationships with all stakeholders which includes students, staff, parents and community members to make sure that McMillan is a hub for our entire community.

Mrs. Longmore and Ms. Zambas did some research about the “A Leader in Me” program. They spoke with the leadership team to see if this program would be successful at our school at this time. Currently, it was decided that it would not be a good fit for right now. We need something that we can implement immediately that is easy for students to understand and remember. Mrs. Longmore found a plan that is based on three core values: Respectful, Responsible and Safe. These three core values will help create an outstanding learning environment for students and staff. We have detailed lesson plans for teachers to use during the first two weeks of school to teach the core values and what they look like in every area of the building. These core values will be a more bite size chunk to start with in comparison to a huge program like “A Leader in Me”.

General Discussion

3.0 Information - Next Meeting: James B. McMillan ES Multipurpose Room/virtual, August 11, 2022 at 4:30 p.m.

4.0 Public Comment Period (2 minutes maximum, per speaker, allotted)

Ms. Zambas will be leaving our school after Summer Acceleration. She was selected as the new Principal of Riverside Elementary School in Spokane, WA. Our Assistant Principal position is posted until May 16th. HR will then review all of the applicants. After generating some questions, Mrs. Longmore will pick some staff members to sit in on an interview panel.

The meeting was adjourned at 4:59pm