

Minutes
James B. McMillan Elementary School
School Organizational Team Meeting
Thursday, September 8, 2022
4:30 p.m. - 5:30 p.m.



SOT Members Present:

Brenda Garcia
Marissa Grady
Lauren Peters
Danielle Welte

Non-Voting Members Present:

Nikki Longmore, Principal
Gerold Petrosky, Assistant Principal

1.0 Welcome, Roll Call, and Reading of the Minutes

1.1 The minutes from the meeting dated August 11, 2022 were presented and unanimously accepted with no changes.

2.0 New Items

2.1 Budget

- Budget Updates
 - Our new Kindergarten teacher has started with her class as of Friday, September 2nd. The early childhood special education support staff position has been filled, she will start on the 19th of September. We currently have someone working in the STAR Program as support staff, but they asked to be transferred to the vacant FLS support staff position. We will be hiring for the STAR Program support staff and it will go to Surplus in a few weeks. In First Grade, we have 4 positions and we will be adding a fifth position to reduce the class size. The classes are capped at 20 students and we are currently over that in all classes, so we need to reduce the class size. In Second Grade, right now we have 4 positions and we will be adding one more position to reduce class sizes as well. One second grade class is taught by a long term substitute, so we will be listing two Second Grade positions to hopefully gain two licensed staff members. In Third Grade we currently have 3 teachers, we are allotted 2 and pay for the third teacher out of the strategic budget. If no teacher is hired for the second grade position, we may be moving a third grade teacher to second grade to help with getting the class size reduced as Third Grade has no cap on class size. In Fourth Grade we have 3 positions, but are only allotted 2, so we pay for the third position out of the strategic budget. There is no cap on the class size, but we have the third teacher to help keep the class sizes a little smaller. In Fifth Grade we have 3 positions, we are only allotted 2, so we also pay for the third position for Fifth Grade out of the strategic budget.
 - We will not be filling the Family Community Outreach position, instead we are looking to hire someone into a position called a Student Success Advocate. This position will help with attendance, mainly chronic absenteeism. They would work closely with the office and administration to make sure that students are coming to school every day. This position will cost us about \$32,000 - \$35,000 out of the strategic budget. This will cost us less than what we were paying for the Family Community Outreach position.

- We have Ms. Brooks and Ms. Rubio helping to fill the vacancy in the STAR Program. We are paying them an extra hour a day of compensation for them working outside of what their positions entail. For Ms. Brooks this will cost us \$3,537 and for Ms. Rubio this will cost us \$3,200.
- Our Library Aide that works with Ms. Todd, due to our enrollment, we are only authorized to have her work 4 hours a day. This leaves one period of the school day with no aide, so we will be paying the Library Aide an additional hour a day to make her a 5 hour a day employee, which comes to a total of \$3,537.
- We will be looking to use some of the leftover money to do some more beautifying of the school. There have been some suggestions to do some other painting decor out front of the school or getting some more or the cups to go in the fence for decoration as well. We will be painting the playground and also we purchased some new Library furniture as well.
- We would also really like to use some of the leftover money for doing field trips this year in all grade levels. Children getting experiences would be a great opportunity for our students. We will be looking to start small, but there will be some different options for different grade levels. Some field trips could be going to the Discovery Children's Museum, Gilcrease Orchard, the Dairy Farm, the Shark Reef, SeaQuest, as well as SEACAMP in San Diego. For field trips they will need to be tied to an academic standard, but there are many options we can look into. For adults to attend the field trips they will need to get a CCSD Volunteer badge which includes a background check and getting fingerprinted.

General Discussion

3.0 Information - Next Meeting: James B. McMillan ES Multipurpose Room/virtual, September 29, 2022 at 4:30 p.m.

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

The meeting was adjourned at 5:36pm