



**Sheila Tarr Academy of International Studies**  
**School Organizational Team Minutes**  
**February 13, 2017**  
**4:00 pm**

The Sheila Tarr Academy of International Studies School Organizational Team meeting was called to order at 4:00 Pm on 2/13/2017. The meeting was held in the library.

**Members present:**

Tracy Baldwin, Licensed School Staff Member  
Karen Brinkley, Support Staff School Member  
Kendra Forney, Parent Member  
Anntoinette Naumec-Miller, Parent Member  
Mandi Thorn, Parent Member  
Alyson Jones, Principal  
Lisa Meo, Assistant Principal

**Members absent:** Anya Fontes, Licensed School Staff Member

The minutes for the meeting dated January 30, 2017 were presented and approved as presented.

**Agenda Items**

- **School Performance Plan.**  
Reviewed the School Performance Plan and no changes were made due to waiting on SBAC data which will be received around August. Discussed the possibility of adding an additional measurable objective that will focus on higher level thinking and students who are above grade level when the plan is again reviewed in the fall. The current performance plan that was presented and reviewed was approved. Karen Brinkley made the motion to approve the performance plan and Anntoinette Naumec-Miller seconded the motion. All members present were in favor and motion passed.
- **Title 1 Plan**  
The school organization team reviewed the Title 1 plan. Discussed the staff meeting and the needs expressed by the teacher's grade level chairs. The teachers asked for substitute teachers to cover collaboration days and 3 full days for IB Training. Anntoinette Naumec-Miller made a motion to approve the title 1 budget. Karen Brinkley seconded the motion. All members present were in favor and motion passed.
- **Staffing**  
Reviewed the current staffing budget. Discussed adding additional hours for support staff. All areas of staffing were discussed and Kendra forney made the motion to approve the staff budget. Anntoinette Naumec-Miller seconded the motion. Motion passed with all members in favor.

**New Agenda Items**

- School wellness policy was reviewed. Ms. Jones stated that she would like to add to the wellness plan. Under goal 2 focusing on events and activities that occur at school, she would like to see students actively participating in a run/walk club. To facilitate this change Ms. Jones We will speak with Mr. Gugino (P.E. teacher) to see how we can promote this great exercise activity.

**General Discussion**

- **Agenda Planning: Items for Future Agendas –**  
The committee identified future agenda items:
  - Future contact with the community members that we have been unable to reach.
  - The school organization team requested a performance plan from another IB program to use for comparison
  - The school organization team discussed the possible need for a goal on the performance plan that focuses on those students that are above grade level and higher functioning.
  - Work with Mr. Gugino to implement the run/walk club.

**Information**

- *Next Meeting - March 6, 2017 at 4:00 in the school library.*

**Public Comment Period** - N/A

*The meeting was adjourned at 5:30 p.m.*