

Sheila Tarr Academy of International Studies
School Organizational Team Minutes
May 1, 2017
4:00 pm

The Sheila Tarr Academy of International Studies School Organizational Team meeting was called to order at 4:00 PM on 5/1/2017. The meeting was held in the library.

Members present:

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

Members absent:

All members were present.

The minutes for the meeting dated April 3, 2017 were presented and approved as presented.

Agenda Items

- *School Performance Plan - Teachers are currently doing assessments. Data and statistics will be available in next month to be reviewed by this committee. The school counselor will be providing Professional Development in Cultural Responsiveness (goal 3.1 of the Performance Plan) to the staff. Two training days have been added to the administrative calendar.*
- *Title 1 Plan - Everything that was ordered under the Title 1 plan has been received except the snacks and books for the parent involvement piece of the goal. Smart boards were installed last week in every classroom that required them.*
- *Staffing - The specialists (Spanish teachers) addressed their concern to Ms. Jones with student teacher ratio compared to another IB school with similar student numbers. Ms. Jones will look into how that school is funding two Spanish teachers as well as a humanities teacher to determine if hiring a humanities teacher may be possible for next year. Ms. Jones has put a call into the other principal to determine a course of action if needed. All positions for next year have been filled for each grade level.*
- *On-line Purchasing - Mrs. Brinkley presented what she had researched in regards to on-line purchasing that could be available to parents for such things as shirt sales, field trips, year books, etc. It was decided that on-line purchasing would be beneficial for the school and parents.*
- *New Initiatives for Next Year. - Mrs. Forney expressed a concern with communication to parents from the school about activities and events. Discussed communicating through one mode of communication and discussed different possibilities. Ms. Jones stated that she can text all parents through the parent link and she will test it out tonight about the PTA meeting tomorrow. Mrs. Baldwin also stated that she will be managing the new website next year and will encourage parents to like the page. Parent involvement will be encouraged with new parents through a new parent gathering.*

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 will attempt to locate a performance plan from another IB program to use for comparison.*
 - *The school organization team will evaluate the need for a possible goal on the performance plan that focuses on those students that are above grade level and higher functioning.**

Information

- *Next Meeting - June 5, 2017 at 4:00 in the school library.*

Public Comment Period

- N/A

The meeting was adjourned at 4:30 p.m.