

**Sheila Tarr Academy of International Studies  
School Organizational Team Minutes  
November 6, 2017  
4:15 pm**

The Sheila Tarr Academy of International Studies School Organizational Team meeting was called to order at 4:15 PM on November 6, 2017. The meeting was held in the school library.

**Members present:**

Tracy Baldwin, Licensed School Staff Member  
Anya Fontes, Licensed School Staff Member  
Kendra Forney, Parent Member  
Brook Dickerson, Parent Member  
Ann Walker, Parent Member  
Alyson Jones, Principal  
Lisa Meo, Assistant Principal  
Karen Brinkley, Support Staff School Member

**Members absent:**

The minutes for the meeting dated October 2, 2017 were presented and approved.

**Agenda Items**

- *Budget - Teachers are planning to budget for planners. Steve Smith will continue to donate money that will be used for Genius Time.*
- *School Data - Reviewed current school data and survey results.*
- *School Improvement Plan - Reviewed changes in the improvement plan. Ms. Jones will email the completed plan to the SOT team for review and approval.*
- *Transfer of Responsibilities - Law passed in July requires 85% of the money that comes from the state needs to be decided by the school on how it is allocated. Discussed the transfer of responsibilities and how it will affect the school.*
- *Volunteers and Fingerprinting - Beginning January 1, 2018 all volunteers who have unsupervised contact with the students or who are volunteering on a regular basis will need to be fingerprinted with the district. Discussed the possibility of having PTA help fund the cost for the volunteers or presenting to the district a central location to finger print.*

**General Discussion**

- *Agenda Planning: Items for Future Agendas*

**Information**

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

**Public Comment Period**

- N/A

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