

BOULDER CITY HIGH SCHOOL
SCHOOL ORGANIZATIONAL TEAM MINUTES

TUESDAY, JANUARY 10, 2017

4:15 P.M.

The Boulder City High School Organizational Team meeting (SOT) was called to order at 4:20 pm on January 10, 2017. The meeting was held in the Boulder City High School Principals conference room.

Members Present:

Christopher Bires, Member

Jason Howard, Member

Andrew Huxford, Member

Sherri Jorgensen, Member

Jennifer Solorio, Member

Lauren Stewart, Member

William Strachan, Member

Amy Wagner, Principal

This is the first meeting of the SOT so there were no previous minutes to be presented or approved.

Welcome & Roll Call

1.0 Welcome to all involved. Mrs. Wagner welcomed the team members and explained the binders that were put together for everyone's use.

2.0 New Items

2.1 FUNCTION OF THE SCHOOL ORGANIZATIONAL TEAM.

Mrs. Wagner explained the function of the School Organizational Team and AB394. The reorganization allows schools to operate on a flex budget, funds are provided to the schools and how it is divided is determined at the school level. The elected SOT is in place to assist and help the principal and as a group the SOT will plan for what the goals are as a school and assist in making sure the plan is carried out.

2.2 SELECTION OF CHAIR.

Motion by C. Bires for B. Strachan to serve as Chair; seconded by A. Huxford. Unanimous vote in favor of B. Strachan serving as Chair. Position accepted by B. Strachan.

2.3 SELECTION OF VICE CHAIR:

Motion by J. Howard for C. Bires to serve as Vice Chair. Discussion by group and motion for S. Jorgensen to be elected as Vice Chair. Further Discussion as to who would, final decision that C. Bires should serve. Unanimous vote in favor of C. Bires serving as Vice Chair. Position accepted by C. Bires.

2.4 COMMUNITY MEMBERS.

Discussion that if we have a community member we would need to open up the position to the entire community and an election would have to take place. This position would be non-voting.

Motion by S. Jorgensen to NOT have a community member, seconded by C. Bires. Unanimous in favor of not having a community member on the SOT.

2.5 MINUTES.

Motion by C. Bires for J. Solorio to take minutes, seconded by J. Howard. Unanimous vote in favor of J. Solorio taking minutes. Position accepted by J. Solorio

2.6 AGENDAS.

B. Strachan to create agendas as Chair. Motion by C. Bires that B. Strachan creates agendas as the Chair, seconded by J. Solorio. Unanimous vote in favor of B. Strachan creating agendas.

2.7 MEETING ANNOUNCEMENTS

Motion by C. Bires that J.Solorio will post announcement and agendas on the school website. Minutes will be posted after SOT approval. Seconded by S. Jorgensen. Unanimous vote for J. Solorio to post items on the website.

2.8 SCHOOL IMPROVEMENT PLAN AND ACCREDITATION PLAN GOALS

Mrs. Wagner explained the meaning and purpose of the school improvement and the accreditation process. She pointed out current goals and stated that in the coming weeks the department chairs will be looking at the goals and deciding what works and what does not. The department chairs will then report their findings back to the SOT either in a written report or in person. Mrs. Wagner explained that the SOT will be the ones to create the SIP now. Motion by C. Bired that the SOT would like the department chairs to report back their findings of the what works and does not with the current goals, seconded by J. Howard. Unanimous vote that they would report back.

3.0 General Discussion

3.1 TEAM NORMS.

The SOT discussed each item on the Establishing Norms worksheet provided by the District to develop norms that will function best for this group. These norms were created collaboratively with input from all SOT members. Additional discussion took place about the norms that should be established for the public comment period. The public comment period will be limited to 2 minutes per person per agenda item, with a total of 10 minutes per agenda item.

3.2 MEETING PROCEDURES.

SOT agrees to keep the procedures simple. Discussion, motion, second, vote and then move forward. Public comment will take place at the end of each agenda item discussed by the SOT. Motion by C. Bires to keep meetings simple, following an informal parliamentary procedure, second by A. Huxford. Unanimous vote for keeping procedures simplified.

3.3 AGENDA PLANNING:

Items for future agendas include; getting the information from the department chairs regarding current goals, data interpretation, and budget for the 17-18 school year as well as current intervention programs (ZAP, credit retrieval, HOPE2). Other items may be added to the finalized agenda. When viewing budgets, only categorical amounts will be provided. The District has provided average numbers for salaries. Mrs. Wagner recommended that the training video tutorials, Developing Strategic Budgets and Using Data to Inform School Plan be viewed prior to the next meeting.

3.4 FUTURE MEETINGS. As discussed during item 3.1, Time of meetings will be 3:30 pm – 5:00 pm with any items not discussed tabled until the next meeting. A long term schedule of having the meeting on the 1st Wednesday of each month was agreed upon, with the first meeting taking place Feb. 1, 2017. Additional meetings will be added as needed and all agreed that an additional meeting should take place on Feb. 22, 2017. Motion by C. Bires for the time and date of meetings, seconded by S.Jorgensen. Unanimous vote that time of meetings will be 3:30 pm to 5:00pm on the first Wednesday of each month, with an additional meeting to take place on Feb. 22, 2017 and other additional meetings added as needed.

3.5 SCHOOL ORGANIZATION TEAM TRAINING. AB394 comments from the principal on training videos, discussed during item 3.3, SOT should view the videos as requested by Mrs. Wagner.

4.0 Information

4.1 NEXT MEETING:

February 1, 2017

5.0 Public Comment Period (2 minutes per person)

There were no community members present for public comment.

The meeting was adjourned at 6:15 pm.