

**Minutes**  
**Green Valley High School**  
**School Organizational Team Meeting**  
**October 20, 2020**  
**Time: 3:00 pm**  
**Principal's Conference Room**

**School Organizational Team Members: Erica Wright (T), Sydney Venable (T), Gordon Ruiz (SST), Lorraine Kucik (P), ~~Carl Cook (P)~~, Chris Hawthorne (P), Shayla Pedersen (S), Kent Roberts (PR)**

**Names crossed out were absent**

**\*T = Teacher, SST = Support Staff, P = Parent, S = Student, PR = Principal**

Chairman: **TBD**

Vice-Chairman: **TBD**

This meeting agenda is posted publicly on the school website at [www.greenvalleyhs.org](http://www.greenvalleyhs.org).

The School Organizational Team may take items on the agenda out of order, combine two or more agenda items for consideration, and remove an item from the agenda or delay discussion relating to items on the agenda at any time.

Speakers wishing to speak during the public comment period for this meeting may call or sign up in person immediately prior to the beginning of the meeting. Speakers will be called in the order in which they signed up. No one may sign up for another person or yield their time to another person. Generally, a person wishing to speak during the comment period will be allowed two (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing.

It is asked that speakers be respectful to each other, team members, the principal and school district staff. Speakers that are disruptive will be asked to leave the meeting.

### **1.0 Welcome & Roll Call**

### **2.0 Old Items**

#### **2.1 Presentation of School Budget**

#### **2.2 Presentation of School Performance Plan**

### **3.0 New Items**

3.1 Introductions – Mr. Roberts introduced himself and the elected members of the team.

3.2 Explanation of Purpose of SOT – Mr. Roberts gave a brief summary of the role and responsibilities of the SOT.

3.3 Explanation of Role of SOT members - Mr. Roberts explained that one of their roles was to Advise and Assist in the selection of new principal should a vacancy occur. He also explained that their most often occurring role was to consider, offer suggestions and perform the final approval of the budget.

3.4 Explanation of Strategic Budget Process & Timelines – Mr. Roberts explained that because the state legislature, school district and SOT deadlines do not align neatly that sometimes the time frames to make decisions are very short and that revisions sometimes have to be made that require meetings to be held on short notice. For example, the school district finalizes its

budget in May and the state legislature finalizes its budget in June, but the schools get their budgets in January for the following year and then make adjustments in August/September. He also explained that because this SOT's term started October 1<sup>st</sup> that they have basically inherited the school year budget from the previous SOT. He further explained that they would be reviewing the budget for the 2021-2022 school year in January.

- 3.5 Explanation of School Performance Plan Process & Timelines – Mr. Roberts explained that, much like the budget process, the timelines for the School Performance Plan (SPP) are also not in alignment with the SOT members' terms. The SPP for this year was approved by the previous SOT for this year. Mr. Roberts explained that the school selected three goals for the SPP. Those three areas of focus are (1) improving ACT scores in our SPED population, (2) increasing the number of students earning a College & Career Ready Diploma and (3) reducing credit deficiency by 9<sup>th</sup> grade students. Mr. Roberts also explained that the SOT would be looking at the school's progress relative to these goals in January.
- 3.6 Discussion of decision-making process – Mr. Roberts explained that all previous iterations of the GVHS SOT have used an informal system for decision-making rather than sticking to Roberts' Rules of Order. This is done to speed up the meetings and make them less cumbersome and more efficient. It also reduces the chance that a decision made using those formal rules would be invalidated for failure to strictly adhere to those procedures. All members of the SOT voted in favor of using an informal system.
- 3.7 Election of new officers – Mr. Roberts explained that the group needed to select a Chairperson and Vice-Chairperson. Two members self-nominated for the position of Chairperson, Mr. Gordon Ruiz and Ms. Erica Wright. Ms. Wright was elected as Chairperson. Two members self-nominated for the position of Vice-Chairperson, Mr. Gordon Ruiz and Ms. Sydney Venable. Ms. Venable was elected as Vice-Chairperson.
- 3.8 Discussion of meeting schedule – Mr. Roberts explained that though the law states that the SOT must meet every month that students are in session, there are really only a few meetings a year that are of any importance, namely those involving the review and approval of the school budget and school performance plan. Mr. Roberts suggested that the team meet only for those purposes and the team unanimously agreed on that approach. The next meeting was tentatively set for January 20, 2021.

#### **4.0 Information**

- 4.1 Next Meeting – January 20, 2021 at 3PM in the Principal's Conference Room

#### **5.0 Public Comment Period (2 minutes maximum per speaker)**