

MINUTES

Green Valley High School

School Organizational Team Meeting

October 22, 2019

Time: 3:00 pm

Principal's Conference Room

School Organizational Team Members: Lei Bernal, Alice Feld, Vicki Perez, Shria Ramanathan, Lorraine Kucik, Scott Otter, Anthony Polzein, Kent Roberts

Chairman: **Scott Otter**

Vice-Chairman: **Anthony Polzein**

This meeting agenda is posted publicly on the school website at 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

- 1.1 Personnel Updates
- 1.2 Proposed Budget 19-20
- 1.3 School Performance Plan 19-20
- 1.4 Elections for 19-20 Term
- 1.5 Approval for Plan of Operation

3.0 New Items

- 1.1 Election of officers: Mr. Otter stated that he would be willing to serve as Chairperson for this year's SOT. There were no other nominations. The team agreed that he would be a good selection. Mr. Polzein stated that he would be willing to serve as Vice-Chairperson. There were no other nominations. Mr. Otter will serve as the Chairperson and Mr. Polzein will serve as Vice-Chairperson.
- 1.2 Strategic Budget update: Mr. Roberts provided an update on the strategic budget. He explained that due to some anomalies in personnel situations and higher than expected budget figures in the Carryover, Attrition, Supplies and Service Level Agreements (SLA) the school's supplies budget was much higher than normal. He explained that the school would likely try to carry over some of this money to next year in the event of an already predicted shortfall in the district's budget. Last year the school district asked GVHS to return nearly

\$300,000 to the district budget for this purpose. He also discussed that this money would be used for a variety of projects around the school such as replacing the seats in the theater, upgrading security camera system and others. He also informed the team about the sources of funding for the school such as the regular budget and SB178 and how those funds were allocated on a yearly basis. Mr. Roberts further explained that the school is looking to add another teacher (Graphic Design) to the Visual Arts department, possibly at semester. He updated the team on the Social Workers in Schools program, adding that the school had allocated funds for, and hired, an additional social worker, bringing the school's total to three. Mr. Roberts added that the one of the school's desires is to add another Campus Security Monitor.

- 1.3 Personnel update: Mr. Roberts discussed the Dean of Students situation. He explained that due to the uncertainty regarding the stability of the Dean of Students position that the school was operating two administrators short of its allotted allocation. A hire date for the open positions was still unknown. Mr. Polzein made a recommendation that the team give Mr. Roberts the authority to make adjustments to the staffing plan and/or budget as necessary due to the fact that so many factors related to both of those items could change in a short amount of time. The team agreed with this recommendation.

4.0 Information

- 2.1 Next Meeting: Mr. Roberts explained to the team that the SOT has four meetings per year that are really important. Those meetings occur in January (when the budget opens), February (when the budget must be approved and submitted to the Region), August (when the budget opens again for Fall adjustments) and September (when the budget is approved and submitted again). He asked the group if they would be okay scheduling meetings for only those months as the rest of the meetings are purely informational and don't involve making important decisions regarding school operations. The team agreed that this approach made sense and that the team could always meet in other months if the team or Mr. Roberts felt it was necessary. The next meeting date was left TBD, but will occur in January once the budgets for 2020-2021 have been opened.

5.0 Public Comment Period (2 minutes maximum per speaker)