

Tarkanian Middle School
School Organizational Team Minutes
May 15, 2017

The Tarkanian Middle School Organizational Team meeting was called to order at 4:35 PM on May 15, 2017. The meeting was held in the library.

- **1.0 Welcome and Roll Call**

Members Present:

Tim Bungum, Parent Representative	Nancy Lager, Support Staff Representative
Caroline Hall, Parent Representative, Vice Chairperson	Heather Mounts, Teacher Representative, Chairperson
Eric Johnson, Principal (non-voting)	

Members Absent:

Justin Bastin, Student Representative (non-voting)	Damian Costa, Parent Representative
Marissa Gaut, Teacher Representative, Secretary	

- **2.0 Old Business**

- 2.1 APPROVAL OF MINUTES: Presentation, modification, and approval of minutes from the previous SOT meeting.

Minutes: Motion to accept minutes was made, motion seconded, and those present voted unanimously to accept minutes.

- **3.0 New Business**

- 3.1 SOT ELECTION PROCESS: Discussion and possible action on SOT election procedures.

Discussion:

- **Parent Representative Election Process:** The group voiced concerns that when parents were voting to elect parent representatives, the requirement for parents to come to campus was a hindrance. Mr. Johnson discussed his reasoning behind the requirement was to verify voter eligibility – we discussed whether there was a need to designate a specific number of votes per household and the ramifications if households were split. A suggestion was made to have information about SOT and the parent representative role available at Back-to-School nights in the fall where parents would be able to pick up or perhaps even fill out an application on the spot if they are interested in running for a position. A suggestion was made to have parents vote for representatives at Open House in August or at a PAC meeting to increase the number of parents who vote in the election process.
- **Student Representative Election Process:** The group mentioned a need to speak to the new Leadership teacher, Jeanne Clayton to discuss the possibility of conducting the election of the student representative at the same time as student council elections. The group expressed a desire to have the student representative position be offered as a separate position – not a position bundled with an existing role.

No action was taken on these processes at this time.

- **4.0 General Discussion**

- 4.1 UPDATES: Traffic, Facilities, Staffing, Budget, New Principal Selection Process, New SOT Elections, College Prep Offerings, FACES, Beginning of the Year Information

Traffic: Mr. Johnson sent an email to American West, the company developing the land on the south side of campus. To date, no response has been received. At this point, it would be desirable to keep the street narrowed to one lane in each direction for the remainder of the school year as it lessens the number of U-turns taking place in front of campus. Concerns were expressed that on the north of the school students sometimes run in-between the buses as they are dropping off students in the back lot. Would it be possible to have Safe Routes to Schools get involved and assist with these matters next school year?

Facilities: Portable classrooms #9-14 are soon to be delivered and will be located with the others on the west end of campus. The storage units currently out by the portable classrooms will likely need to be relocated to the east side of campus near the bike racks.

Staffing: At this point, we are fully staffed for next year.

Budget: Things look as though they are in good shape for the rest of the year and there will likely be adequate carry-over to start off next year. New chairs are being purchased for the principal's conference room and current chairs will replace broken or missing chairs within other offices.

Cameras: To upgrade the camera coverage out by the portable classrooms, it would be approximately \$58,000. \$40,000 would go to running the conduit and the other \$18,000 would go towards the creation of a site-based server to facilitate the set-up.

Principal Process: More information to come on Wednesday, May 17th.

College Preparation: David Thiel will present a session to parents on Thursday, June 1st at 6 p.m. in the theater on financial planning for college. No products will be sold.

FACES: On May 17th and May 22nd, FACES and the CCSD ELL department will be at Tarkanian providing parent trainings and TMS staff will be facilitating a STEM robotics activity for interested school-age children.

Beginning of the Year Events and Information:

- August 1st-4th – sixth grade orientation – signup is available on the TMS website.
- August 7th -8th – back to school nights – students can pick up schedules, get lockers, pay fees, etc.
- August 9th – teachers report back to campus
- 8:00 – 2:11 school day has been confirmed by transportation

- 4.2 AGENDA PLANNING: Items for Future Agendas.

Parent and Family Engagement Policy: A policy must be developed in accordance with Title 1 Requirements. We will go over our policy in the fall once the new principal is in place.

- **5.0 Information**

- 5.1 NEXT MEETING: TMS Library, June 5 at 4:30 p.m.

- **6.0 PUBLIC COMMENT PERIOD**

- 6.1 Should a member of the public wish to speak on matters within the jurisdiction of the SOT not listed as action items on the agenda, they may speak during the Public Comment Period. Speakers will be given 2 minutes to address the SOT during this time. Public comment during this agenda item shall not exceed 15 minutes. The public should be aware that the SOT is unable to deliberate or take action on the items raised during the Public Comment Period.
- No members of the public were present to comment.

The meeting was adjourned at 5:35 PM.