

## Helen J. Stewart School SOT Meeting- October 24, 2017

Meeting called to order at 3:30 by Principal, Patricia Schultz.

### Members Present:

Dorinda James, Member

LaTara Parker, Member

Ann Janette Tape, Member

Fredelyn Frank, Member

Mark Ruesch, Member

Sharon Mazerov-Tanaka. Member

Dr. Patricia Schultz, Principal

Richard Fuller, Assistant Principal

**Approval of Minutes:** New SOT year. September 7, 2017 minutes reviewed.

### New Items:

- Function of the SOT explained by Principal, Patricia Schultz.
- Selection of Chair made. LaTara Parker was voted in as Chair.
- Selection of Vice-Chair made. Sharon Mazerov-Tanaka was voted in as Vice Chair.
- Community Member- Principal, Patricia Schultz will reach out to two Community Partners to invite them to become members of the SOT.
- Minutes- Member Dorinda James will be responsible for minutes.
- Agendas- LaTara Parker, Chair and Dr. Patricia Schultz, Principal will be responsible for agendas.
- Meeting Announcements- Chair LaTara Parker shared with team that she attended the SOT year end celebration. This was a salute to those that were on SOT's. It was a nice event and the team should look at going next year.
- Team Norms- The SOT agrees that all items will remain confidential to maintain the integrity of the SOT. Members will treat each other, students and partners with dignity and respect. Members will share items and celebrations at each meeting that will benefit the SOT.
- Meeting Procedures- The SOT agreed upon voting procedures to include all in favor/any opposed.
- Agenda Planning- SOT will review the School Performance Plan to look at progress, data collected, and goals. Folders will be provided to each team member and will include info on: Title 1 (free/reduced breakfast/lunch), Title 3 (LEL- Limited English Learners) and the School Performance Plan.

- Future Meetings- Meeting will be scheduled on the 2<sup>nd</sup> Tuesday of each month to begin at 3:30. The next meeting is November 14, 2017. (Future meetings afterwards are: 12/19/17, 1/09/18, 2/13/18, 3/13/18, 4/10/18, 5/08/18.)

**Agenda planning:** November 14, 2017

**Public Comment:**

- No public comments

**Meeting adjourned at 4:10 pm.**