



WE ARE ONE

## AGENDA

### Wayne Tanaka Elementary School School Organizational Team (SOT) Meeting

Thursday, January 25, 2024

7:30 - 8:00 AM

In-person meeting: Conference Room (if available) or Portable 80

Google Meet Link:

[meet.google.com/aet-xpoz-ocy](https://meet.google.com/aet-xpoz-ocy)

## MINUTES

### School Organizational Team Members:

Christopher McCarthy - Member (Chair)

Bethany Hickey - Member (Note-taker)

Miranda Prince - Member (Vice-Chair)

Crystal Helle - Member

Britney Osborne, Member

Renate Flores - Member

Pamela Catano - Principal

Andrea Tarrant - Assistant Principal

This meeting agenda is posted publicly on the school website at

<https://inbox344.wixsite.com/tanaka/sot>

The School Organizational Team may take items on the agenda out of order; may combine two or more agenda items for consideration; and may 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 Leilani de Leon, 702-799-2504 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**

### 1.1 Roll Call

- Present: McCarthy, Hickey, Prince, Osborne, Flores, Catano, Tarrant
- Absent: Helle
- Guest Member: Judy Patino, Learning Strategist

## **2.0 Old Items**

### 2.1 Approval of December 14, 2023 SOT Meeting Minutes

- Motion to approve: McCarthy, Seconded by Prince

## **3.0 New Items**

### 3.1 School Performance Plan - SPP

- Status checks 3x per year in fall, winter, and spring.
- Already improved on Area 1 of SPP
- Close to achieving goals on Area 2. Complex texts are being used but continue to work on more rigorous tasks.

### 3.2 Staffing Projection Update

- Last year Title 1 funded 4 teachers, with pay increase Title 1 pays for 3 ½ so used other funds to pay for that 4th teacher to keep class sizes reduced.
- Reviewed draft on number of teachers per grade.
- Adding computer science and Spanish specials next year for a 7-day specials rotation.
- Head custodian will be open for next school year.
- Looking to add a full-time SEIF - McCarthy approved, Hickey seconded.

### 3.3 Budget

- Focus on the budget is to keep class-size reduction in order to improve learning.
- Members present approved budget with a final approval being taken by email after a budget update: McCarthy, Hickey, Prince, and Flores all approved.

### 3.4 Title I Budget

- Patino presented Title 1 to provide information to the SOT.

### 3.5 Budget Due Dates

- February 2.

### 3.6 Title III

- Previously was a separate fund but it is being ended this year. Funds were used to pay for tutoring for second language students. Future funding for tutoring would need to come from the general budget.

### 3.7 Code of Conduct

- Prince and Flores took Code of Conduct home to review and make suggestions

## 4.0 General Discussion

- Discussed District-wide survey
  - Communication from CCSD as a district is a concern but was not a concern at Tanaka Elementary.
  - 88% of parents view Tanaka Elementary as a partner in their child's education.

## 5.0 Information

5.1 Next Meeting: Thursday, February 29, 2024, 7:30 - 8:00 am

## 6.0 Public Comment Period

- No public comments

## 7.0 Adjourn Meeting

- Motion to adjourn by Prince, Flores seconded
- Meeting adjourned at 8:11 am