

**Louis Wiener, Jr. Elementary School
School Organizational Team Minutes
September 27, 2017
4:00 p.m.**

The Louis Wiener, Jr. Elementary School Organizational Team meeting was called to order at 4:02 p.m. on September 27, 2017. The meeting was held in the school library, room 42.

Members Present:

- Amy Benzel, Member
- Michele Borden, Member
- Liliane Brumwell, Member
- Gina Holman-Garcia, Member
- Andrea Shafer, Member
- Clarisse Smallen, Member

Members Absent:

- None

Old Agenda Items

- **2.1 APPROVE MINUTES.** Meeting minutes held until next meeting.

New Agenda Items

- Mr. Blume introduced agenda items, and he explained process and agenda.
- Mr. Blume reviewed SOT norms and public comment procedures/guidelines/norms.
- Mr. Blume reviewed agenda and items to take action on at the current meeting.
- The Board members introduced themselves.
 - 3.1 **SELECTION OF CHAIR.** Mr. Blume called the item and described the role of the Chairperson. Ms. Garcia volunteered to be the chair. There was no discussion nor public comment. Motion for Ms. Garcia to be the chair by Ms. Brumwell, seconded by Ms. Shafer. Motion carried unanimously.
 - 3.2 **SELECTION OF VICE CHAIR.** Mr. Blume explained role of Vice Chair. Ms. Benzel volunteered to be Vice Chair. There was no discussion nor public comment. Motion for Ms. Benzel to be the Vice Chair made by Ms. Shafer; seconded by Ms. Brumwell. Motion carried unanimously.
 - 3.3 **MINUTES.** Held to next meeting.
 - 3.4 **AGENDAS.** Held to next meeting.
 - 3.5 **MEETING ANNOUNCEMENTS.** Held to next meeting.
 - 3.6 **SCHOOL PLAN OF OPERATION.** Mr. Blume explained items shared with SOT on school data; handouts provided for SOT members included a data sheet and the 2016-2017 Achievement Overview brochure. Ms. Smallen asks for clarification on sub-groups and their inclusion. Mr. Blume explained the update School Plan of Operation to SOT and then the SOT had discussion and asked questions. Public comments were taken. Ms. Ashton addressed the impact of closing a Grade 3 classroom. Ms. Smith addressed the impact of opening a Grade 2 classroom. The SOT closed public comment and continued their discussion. Motion to adopt the revised School Strategic Budget as presented by the school principal was made by Ms. Benzel, seconded by Ms. Smallen. Vote was taken by private ballot. Motion carried, 5 yes, 1 no.

General Discussion

4.1 **TEAM NORMS.** Held to next meeting.

4.2 **MEETING PROCEDURES.** Held to next meeting.

4.3 **AGENDA PLANNING.** Agenda items to continue at next meeting.

4.4 **Discussion and Request for Future Meeting.** Next meeting will be October 11, 2017. Most meetings will be the second Wednesday of each month.

Information

5.1 Next Meeting: October 11, 2017

Public Comment Period (15 minutes maximum allotted)

No public comments were made.

Meeting adjourned at 5:28 pm.