

AGENDA
Martinez ES
School Organizational Team Meeting
Library
10/17/18
3:45 PM

School Organizational Team Members:

Teacher- Ms. Robinson

Teacher- Ms. Somers

Teacher-Ms. Bratsouleas

Support Staff- Ms. Yabut

Parents- Mr. Cripe, Ms. Payne, Ms. Santos, Ms. Meza

Tim Adams, Principal

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 N/A, training Mtg, 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. **Welcome to New SOT Members--Ms. J (Support Staff Rep) brand new to SOT**
2. **SOT Training/ Purpose--Decisions related to the good of the school such as budget, data analysis, planning of events,**
3. **Review Previous Norms and SOT Expectations--respecting the contributions of other SOT members and appreciation of the diversity they bring. Ms. Brat discussed some options for days of the monthly SOT mtgs. Group consensus was Tuesday. 11/27/18, 12/20/18. Communication about the meeting would be more frequent and sooner than a week before. Norms for absences: 2 absences=review from team to determine the status of remaining on SOT. In**

addition, 3 absences maximum=removed from SOT. The SOT members voted on the absentee rule using fist to five. Fist to five to vote for 2018-2019 committee titles: chair, vice chair, and note taker. Mrs. Payne=chair, Ms. Brat=vice chair, and Ms. Garni (AP) remains the note taker.

4. **Safety Concerns: front parking lot am duty. Discussion about the importance of having 4 people on duty instead of 3. Ms. Brat provided suggestions about keeping students safe. Since she has been doing the am front traffic duty. Orange vest and signs and wig as a uniform to indicate duty personnel. Other items: duty personnel being on time to duty stations, the new lock on the front doors.**
5. **Public Comment --**
6. **Good of the Order --dinner sign up= Payne for November 11/27/18, and Ms. Brat for 12/20/18. Meeting adjourned at 4:24 pm**