**Minutes**

**Martinez ES**

**School Organizational Team Meeting**

**Library**

**11/29/18**

**3:45 PM**

School Organizational Team Members:

**Teache**r- 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.

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| 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. |

**1.0- Welcome to New SOT Members**

**Not in attendance: Mr. Cripe**

**Present: Ms. Somers, Ms. Greathouse, Ms. Thorpe, Ms. Meza, Ms. J, Ms. Santos,**

**\*\*\*Mr. Adams, Ms. Payne**

**\*\*\*Next mtg. Thursday, December 20, 2018**

**Upcoming Mtg:**

**January 29, 2019**

**SOT members and rule of absences: Recommendation to call Mr. Cripe and find out his interest in serving on SOT.**

**2.0- Root Cause Analysis of School Wide Data:**

**Look at perception data regarding the current status of student proficiency (40-50%)**

**Question posed: Why are we not 100% proficient**

**Reasons for Reading not 100% proficient school-wide:**

**\*\*\*Lazy, motivation, time in text and on task reading, transiency, AR implementation, lack of extrinsic rewards for students, school to home resources, time management within instructional day, find out why some teachers aren’t using the program as frequently, lack of extrinsic rewards, keep parents informed of students’ progress**

**Reasons for Math for 100% proficient school-wide:**

**\*\*\*Mad Minute is difficult, determine what exactly is the problem within mathematics, drill down on data to determine what the problem is by looking at SBAC, i-Ready, and other school data to determine for the next meeting in December.**

**Mr. Adams handed out the previous Root Causes to determine if the same problems/root causes exists. The following was determined as potential root problems that still exist:**

**\*Lack of computer literacy skills:**

**-transfer of concepts in different context from paper/pencil to computer based,**

**-lack of time practicing**

**\*Expectations:**

**-determining what high academic expectations looks like and created a common language/culture within the school and across all grade levels**

**\*Lack of Relationship (Teacher & Student)**

**-Improvement in this area based on the student discipline referrals**

**Look at school success from last year’s data:**

**Ms. Brat posed the question why we are not modeling best practices, teaching successes from our colleagues. Hence, emulating successful instruction.**

**Brainstormed ways to increase expertise among staff members to increase pedagogy and instructional effectiveness:**

**-Lesson observation among colleagues**

**-Feedback/critique methods**

**-Team Building**

**Ms. Greathouse posed the questions, “Are the students proficient with the test format and computer literacy skills of SBAC?”**

**Some ideas provided by the classroom teachers present at SOT were:**

**--Utilize the questions within i-Ready standards based assessments**

**--Implement test taking strategies using similar SBAC questions**

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**3.0- Safety Concerns-New traffic gear and enforcing safety procedures have improved the pick-up/drop-off area in front of the school. Entire team agreed that the traffic has improved. Mr. Adams shared idea to video the process for crosswalk and traffic flow and sharing the youtube video among our parents using the Remind app**

**\*\*\*SOT communicated safety need: Repaint the crosswalk, increase amount of afternoon parking lot duty personnel, making sure all personnel are on time and at duty stations.**

**4.0- Public Comment-none**

**5.0- Good of the Order-Shared the garden grant award $4,900.00 for additional garden beds and one spiral herb garden. Shared about the additional flowers in courtyard to beautify the school.**