Selma F. Bartlett

Bartlett ES SOT MEETING MINUTES 02/18

18 February 2021 / 3:45 PM / Virtual Meeting

ATTENDEES

Hanzel J. Alfaro, Voting Licensed Staff Member

Brodie Christian, Principal Non-Voting Member

Kathryn Palmer, Voting Parent Member

Danielle Johnson-Williams, Voting Non-Licensed Staff Member

Christine Clayman, Assistant Principal Non-Voting Member

Kathy Butler, Voting Licensed Staff Member

Michael Johnson, Voting Parent Member

Tara Phebus, Guest

AGENDA

Meeting Called to order at 3:45pm on Thursday, February 18, 2021 by Brodie Christian.

Welcome and Roll Call (Brodie Christian)

Introduced members present

Review of Old Business (Brodie Christian)

Review key points of previous minutes. Minutes approved by members.

Discussed minutes are posted and emailed.

New Business (Brodie Christian)

- Item 3.1 Preliminary Budget for the coming school year.
    - Discussed preliminary budget was shared to all members via email.
    - Preliminary budget planned during January and February.

- Discussed possible changes to the budget due to legislative changes. Based on previous experiences/occurrences only 1 year the preliminary budget matched the fall (count day) budget.
- Discussed the preliminary budget provides details about staffing.
- Most of the budget is to provide funding for staff about 95% of a school budget goes to staffing the school an average budget is about 90%-97%.
- Discussed about a possible running out funds for the preliminary budget after legislative changes.
- Discuss the preliminary budget
  - Page 1: Administrative, Licensed, Support Staff:
    - Administrative numbers are not actual salary, but general allocation for that position any left over allocated funds are taken back from the budget.
    - Staff numbers reflect calculated numbers based on ratios. In grade K calculated 5.29 rounded to 5 teachers, 1st grade calculated to 5.55 rounded down to 5 teachers, 2nd grade calculated to 5.70 rounded down to 5 teachers, 3rd grade calculated to 4.78 rounded down to 4 teachers, 4th grade calculated to 3.07 rounded down to 3 teachers, 5th grade calculated to 3.22 rounded down to 3 teachers. The average of calculated fractions left after rounded added to 2.61 teachers which is rounded up to 3 teachers. Possible Placement of those extra teachers are Grade 1, 2, and 5.
    - Staff Specialist: Budget is set for Art, Music, Physical Education, Counselor/ELE, and Library.
    - Support Staff: Budget is set for First Aid/Safety Asst, School Aide, Library Aide, Office Specialist II, Elementary School clerk, PE Instructor Asst, PE Instructor Asst, School Office Manage, Computer Tech, Custodian, Temp Custodian, and HD Cust.
  - Page 2: Supplies, and SLA:
    - Discussed supplies are actual funds the school gets to keep. The funds are used for general supplies (paper, toner, custodial, tech, etc.)

        - SLA funds are not for our discretion, funds are allocated and cannot be altered in any way.
    - Page 3: Carry over, Academic Support Funding, Budget General Funded Read By 3, Total Allocation, , Grand Total, Take Away and Possible Changes:
        - No carry over funds.
        - Academic Support Funding is an extra fund of $121,800 for a possible teacher position. Discussed possible position being in Kindergarten. Possible salary of $33,781.
        - Discussed the Budget General Funded Read By 3 is funded by the state.
        - Discussed if budget changes and possible cuts occur, the two Academic Support Funding and the Read By 3 positions may be the first to go.
        - Total Allocation is $3,835,125.75
        - Grand total including the Academic Support and Read By 3 funds is $4,045,925.75.
        - The Grand Total allows for the school to be fully staffed and supplies fully funded.
        - Possible Changes: This budget can change in September for the next school year due to legislative changes, budget cuts, or budget gains, count day, etc.

General Discussion (Brodie Christian)

- Item 4.1 Agenda Planning
    - Future budget
    - Possible emergency meeting called in between monthly meetings
- Item 4.2 Future Meetings
    - Budgets
    - Preliminary budget for now
    - Discussion of possibly gaining 3 teachers or losing 3 teachers.
    - Discussion and possible action regarding the dates and times of future meetings (Virtual).
    - Future meetings proposed for Thursday March 25, 2021

Next Meeting (Brodie Christian)

- All members present voted and agreed on the next meeting date.
- Next meeting will be held on Thursday, March 25, 2021
- Form of Communication
    - Emails, member contacts, or link below.
    - reorg@ccsd.net

Public Comment Period (Brodie Christian)

- Public Comment Period was opened.
- Reviewed time allotment of 2 minutes.
- Brodie asked for any questions or comments
- Brodie Christian asked our guest Tara Phebus during public comment if she had any questions or comments.
- No questions or comments

NOTES

- **Brodie Christian:** restated if there are any questions that arise from now until the next meeting to email using the different forms of communication.

ACTION ITEMS

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NEXT WEEK'S AGENDA

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CONCLUDE MEETING

- Brodie Christian called to conclude the meeting at 4:06pm. Meeting adjourned at 4:06pm by all members.