

Ulis Newton Elementary
School Organizational Team Minutes
October 25, 2017
3:45 PM

The Ulis Newton School Organizational Team meeting was called to order at 3:46pm on 10/25/17. The meeting was held in the library.

Members present:

Nathan Harper, Member
Hope Ficarro, Member
Stefani Glines, Member
Melanie Grady, Member
Cindy Benavidez, Member
Robin Anderson, Member
Alice Bellini, Member
Danielle Walters, Member
Jorie DiCamillo, Principal

Members absent:

None

The minutes from the meeting dated 9/19/17 were presented and approved as presented. Ms. Grady made a motion and Mr. Harper seconded it.

The minutes from the meeting dated 9/26/17 were presented and approved as presented. Mr. Harper made a motion and Ms. Benavidez seconded it.

Agenda Items

- Building and Facilities
Ms. DiCamillo provided an update of the wallpaper removal project that will begin next month. The team will be looking at Newton Elementary's utility bills in a future meeting.

New Agenda Items

- FUNCTION OF THE SCHOOL ORGANIZATIONAL TEAM
The School Organizational Team reviewed the duties and main functions of the team. The Plan of Operation was identified as the School Performance Plan and the Strategic Budget.
- SELECTION OF CHAIR.
Discussion held regarding the responsibilities of the chair and Hope Ficarro made a motion to select Nathan Harper that was seconded by Alice Bellini. All members were in favor and the motion passed.
- SELECTION OF VICE CHAIR.
Discussion held regarding the responsibilities of the vice chair and Nathan Harper made a motion to select Robin Anderson that was seconded by Cindy Benavidez. All members were in favor and the motion passed.

- **COMMUNITY MEMBERS.**
Discussion held regarding adding a community member to the team. Discussion was tabled for a future meeting.
- **MINUTES**
Discussion held regarding the responsibilities of the recorder and Nathan Harper made a motion to select Robin Anderson that was seconded by Cindy Benavidez. All members were in favor and the motion passed.
- **AGENDAS.**
Discussion held regarding the creation of agendas and Nathan Harper made a motion to continue creating agendas with Ms. DiCamillo. All members were in favor and the motion passed.
- **MEETING ANNOUNCEMENTS.**
Discussion held regarding the posting of agendas and minutes on the school website and Ms. Glines made a motion to post information. All members were in favor and the motion passed.

General Discussion

- **TEAM NORMS.**
Discussion held and video watched on norms that the team established to guide behavior of members and the public.
- **MEETING PROCEDURES.**
Discussion held and video watched on procedures that the team will follow during meetings. Team will work on the public comment guide and approve it at a future meeting.
- **AGENDA PLANNING:**
The community identified future agenda items:
 - School Performance Plan
 - Transfer of Responsibilities including utility bills
 - Budget Allocations Reviewed for current staff members

Information

- **Next Meeting**
November 1, 2017 at 3:45pm in the school library.

Public Comment Period

- No comments presented to the team.

The meeting was adjourned at 4:58pm