

## School Organizational Team Meeting Minutes

Chaparral High School

Principal's Conference Room 306

January 31, 2017 3:00 PM

3:00 PM- Meeting called to order and opened by Chair Mr. David Soto

3:02 PM- Proposal to accept minutes approved

3:03 PM- Suggestion of norms was accepted from last meeting

3:04 Motion to record meeting

- Discussion ensued on guidelines/rules on legal consideration

3:05- Ms Cristina Oronoz, Assistant Principal, updated committee on budget and enrollment numbers

- Proposed adding 4 additional teachers (Freshman Studies, English Language Arts, Social Studies and an elective)
- Mrs. Ruby Caliendo, Teacher, asked about ELL (English Language Learners)
- Mr. Soto clarified that this would be paired in English 9 classes
- Mr. James, Principal, clarified the difference between proficiency and support
- Mr. James clarified that this would be over \$300,000 at \$84,000 per teacher
- Discussion then centered around "how additional funds would be spent"
- Mrs. Ruby Caliendo asked where money could be spent if not on teacher
- Mr. James replied that the money would roll over

3:15 PM Discussion of Summary Sheet (School Performance Plan)

- Mr. James explained why certain aspects of SPP were CCSD mandated (i.e. Cultural Competency Training)
- Teacher Mrs. Ruby Caliendo asked what CTE courses the school had
- Mr. James named the CTE programs on campus

3:20 PM Budget Update-Clarification on 2015-2016 Budget vs. 2017-2018 Budget

- A point was raised in the discussion about the small print and the use of a magnifying glass to in order to read material. Principal demonstrated that he had to do so as well.
- Examination of the budget
- Deadline for submission 2/22/17

- Page 2 was examined a definition of the term no/no (No cost to school) was elaborated upon for the benefit of the members
- 5 positions may not be funded
- There was an explanation/clarification on the cost per teacher if not covered
- 2 Questions were raised. Mariachi and Orchestra may fall into this category
- Ruby Caliendo and Teacher Gary Martin asked about programs and numbers of these programs (students)
- A parent asked about the increase in the budget
- Mr. James addressed this by clarifying that the increase was directly related to PERS and Benefit costs
- 82 teachers +21 (Special Education) Code 137 (not taken from school's budget) Code 044 (not from school budget)
- Special Education staffing is "non-negotiable" by law
- Ruby Caliendo asked about "how we are building budget. Answer: This information is predicated on last year's budget expenditures
- Mr. James explained the Title I portion of the budget and what Title I funding covers
- Mr. James asked for the SBCT Agenda to be distributed to Committee members
- Mr. James explained the process for the SBCT (Site Based Collaboration Time) to the committee
- Mr. James explained that money was spent to send staff to conferences and Professional Development
- Mr. James explained that we (school) are responsible to have to pay for prep buyouts
- Mr. James provided an example of how this had been done by using a technology based grant to pay for 1 teacher

#### 3:42 PM-Discussion Shifted to where/what subject to hire teachers

- Speculation arose on what subjects might be covered
- A parent raised the subject of whether seniors might not have a teacher or a required class to graduate.
- Mr. James responded "No this would not happen"
- Mr. Soto asked the committee if they should decide on 2 teachers and their subjects for now
- Answer was "Yes" recommended because as kids move toward their senior year, they need less required classes and most have only 3 core subjects.
- 9<sup>th</sup> grade classes have more core subjects
- Choice to hire teacher is based on licensure
- Mr. Soto took the recommendation of the committee on a 9-12 teacher
- Parents asked for clarification of this term, then members were polled for their response/preference
- Mr. James explained that an English/Math Licensure is preferable for Freshman Studies

- A vote took place and it was recommended to hire an 11-12 grade subject teacher rather than a grade 9 subject teacher
- Mrs. Caliendo brought up the NJROTC Program with 3 instructors
- Mr. James responded that Chaparral only pays for 1 instructor while the Federal Government pays the other 2 instructors
- Mr. Soto asked the committee what would be the best choice if there had to be a program that might not be funded
- Mr. James recommended Strings because those students could receive musical instruction in other courses offered. He further recommended that Strings be “cut” if class could be absorbed by other teachers/electives within Fine Arts
- Student Representative Milka Diaz-Garcia clarified the NJROTC class components and positives and spoke about all of the other qualities and skills the NJROTC Program teaches, in addition to what is learned in the classroom

4:00 PM- Mr. James clarified that Special Education has class limits and class size reduction mostly pertains to K-5 classes.

- Discussion then revolved around “tough choices” S.O.T. will have to make
- Mr. Soto then called for the Committee to vote again
- A recommendation was then made to “cut” Strings
- A discussion question was posed by Mrs. Ruby Caliendo about “other monies.”
- Mr. James explained that staffing was a priority vs. line items (General Supply)
- Mr. James then further explained specific allocation for line items and explanation of General Supplies for each department (Examples: Social Studies Department, Athletics, Performing Arts)
- Mr. James also indicated that “transparency” would be key and that he would bring any materials requested by members for clarification
- Mr. James also reiterated that Transportation was a “set cost”

4:15 PM-Discussion then moved to a proposal to add 1 more Campus Security Monitor (CSM) for the next year. The cost for this would be \$44,000 per year.

- Campus Security Monitor Jeffery Carter advocated that the Committee consider hiring 1 more CSM
- Discussion focused on Safety/Security and whether it would be feasible to have a 5<sup>th</sup> CSM
- A parent member advocated that resources are allocated properly and that “there is no guarantee of a better solution even if there is 1 more staff added”.
- Mr. James discussed being Proactive and reiterated that teachers should not depend on Campus Security Monitors or they would not be doing their jobs as teachers
- Mr. James referenced the new Administrative Hallway Sweep Procedures as well as new permanent Campus Security Monitor Plan

4:33 P- A vote was then taken for the possibility of hiring another Campus Security Monitor

- Motion to hire: Not carried (6-1 majority)

4:37 PM- Discussion of 7 Period day and PLC Prep (Schedule) (Item 3.4)

- Mr. James stated his objection to changing the current schedule
- No further discussion was held on this issue

4:40 PM Items for Next Meeting

- Budgets, video recording of meeting, Fundraiser Socks/Underwear
- Parent Member Tiara Consentino if meetings were taped to use PBS and their services. Cost: \$250
- Discussion and debate then centered around why or whether the meeting should be taped/recorded
- Confidentiality is a concern
- Many members indicated that they “could not be candid” or discuss matters openly and honestly if the meetings were recorded

4:47 PM- Motion to record meeting proposed to Committee

- Motion not carried (6 NAY 1 YEA Vote)

4:51 PM- Discussion to delete previously recorded material from meeting

- Vote taken. ( 7 YEA-0 NAY) Motion to delete carried

4:52 PM- Additional comments on topics for next or future meetings (Fundraising) SGF, any topics can be discussed

- Parent member asked about additional topics
- Mr. James stated that everything can be on the table as “topics of discussion”

4:55 PM- Mr. Martin discussed the 9 Committees that Chaparral had asked its teachers to become a part of the Superintendent’s Pledge of Achievement.

- This handout will be provided to the SOT at the next meeting
- Mr. Martin advocated for a Freshman Academy
- A parent then asked to speak about 3 issues 1 of which involved kids having “no coats”
- Community Member Ivanna Sarajilic who is the Communities in Schools (CIS) said that Chaparral has a coat closet
- Mr. James suggested socks and underwear rather than coats
- The parent also stated that she felt that students did not take advantage of CPR/1<sup>st</sup> Aid training

as her daughter had done and she felt this was because of a cost factor

- Mr. James assured her that this was not the case and referred her to Assistant Principal Antheaume who indicated that he would ask the Health teachers if cost was an issue
- The parents final question referenced “Sanctuary Cities”
- Mr. James said he could not comment because that was not a “building issue”
- A future meeting date was then proposed for February 7, 2018 at 3:00 PM in the same location at the same time

5:09 PM Motion to adjourn (Seconded)

5:09 PM Meeting adjourned