

**Newton Elementary**  
**School Organizational Team Minutes**  
**10-16-24**  
**3:30**

The Newton ES School Organizational Team meeting was called to order at 3:30 on 10/16/24 The meeting was held in the Newton ES library.

**Voting Members present:**

Kasey O’Horo, Parent  
Gina Topor, Parent  
Rebecca Hickey, Parent  
Kristan Sanchez, Parent  
Pulamahaheo Berg, Licensed Staff  
Samantha Olson, Licensed Staff  
Lindsey Douglas, Support Staff  
Meaghan McGowan, Principal

**Non-Voting Members present:**

**Shawna Yelton, Asst. Principal**  
**Ashley Johnson, Licensed Staff**  
**Shannon Johanneck, Parent**

**Members absent:**

Emily Stevens, Community Member

**Online:**

None

**Agenda Items**

**1.0 Welcome, Roll Call and Approval of Minutes.** The minutes from the meeting dated 9-24-24 were presented and motion to be approved “as presented” by Kasey O’Horo and Samantha Olson seconded the motion.

**2.0 Old Agenda Items**

**2.1 Budget**  
**2.2 School Updates**

**3.0 New Agenda Items**

**3.1 Select Chair and Vice Chair.** Kasey O’Horo was nominated as Chair and Samantha Olson as Vice Chair. Voting members nominated and voted

**3.2 Select SOT Secretary.** Kristan Sanchez nominated as secretary and Rebecca Hickey as a backup secretary. Approved by voting members.

**3.3 Community Member Discussion.** Vote Emily Stevens off as a community member. She hasn’t been attending meetings. A community member is not required but helpful if they are active. Someone from the city or Black Mountain Rec would be ideal if they are willing. Members can always bring names or add someone at a later point.

**3.4 Future Meeting dates/times.** Members voted that the library would be the primary location with a virtual option. The next meeting will be Thursday at 3:30. Meetings are held once per month for 1 hour. If the meeting needs to go longer, members will vote to stay a few minutes extra, or if more time is needed, to schedule an additional meeting. Meeting date and time will be set at each subsequent meeting to accommodate voting members..

**3.5 Review SOT Duties and function of the SOT**

**3.6 Setting norms and procedures for SOT meetings:**

**Agenda Format:** Agenda format unchanged, Meaghan McGowan to lead public comment, allow open discussion from non-voting members as topics are reviewed, as relevant .

**Attendance** - if a member misses 2 meetings without any contact, member will get a final warning that on the 3rd missed meeting, they will automatically be out of the SOT. If a meeting will be missed, reply to an email or a voting member.

**Participation** - promote active participation with all members; members may be called on for voting.

**Listening** -, Do not interrupt, be respectful in disagreement, deal with conflicts calmly and do not take things personally. If there is a disagreement, propose an alternative. Create a safe environment to speak from the heart, but move on and accept once the members have moved on.

**Consensus** - use voting and open discussion or table it and circle back to it. It can be forced to a vote, but that takes away the control from the committee. Samantha Olson will reach out to the SOT about options if consensus is tied. Offer the option for voting as a private ballot. There is a list of ideas in the Parliamentary procedure guide for strategies for building consensus, if needed for reference.

**Expectation for members:** Show up and participate. Have a shared goal of doing what is best for our kids so the school can thrive. Be student centered and solution oriented.

**Reviewed the Parliamentary Procedure Guide for meeting flow and language.**

**Public Comment:** Public is allowed to comment on every action item. If the public brings up something that is not on the agenda, the team can choose to engage or propose it be added to the agenda. Members are not obligated to respond or vote. Give public comments a time limit.

**3 goals:** vote on how we go forward. Districtwide survey, Code of conduct for next meeting

### 3.7 General Discussion

**Proposal to get more involvement from parents for the SOT.** It was suggested to give more details when announcing the SOT meetings: list agenda items to be discussed during the upcoming meeting. Also send out agenda items from previous meetings and where to find minutes. Make parents aware there is a public agenda forum, and include the parameters.

- Pulamahaheo Berg offered to pull info from schools that have good SOT support to see how we can encourage more parent involvement.
- Differentiate for parents the difference between PTA and SOT to give parents a voice.

**Counselor's Corner.** Ashley Johnson gave an update about what is happening. Working on building a growth mindset with kids. Group counseling is starting and individual counseling is available. There will also be a rock memorial garden where kids can paint a rock for any type of grief..

**Clothing Donation Drive.** Clothing donations are needed. All size clothing for kids K-5 including shoes. New underwear, hygiene items (deodorant and pads). Cosmo cash for donations (message school to let them know about the donation).

### 4.0 Information

**Next Meeting** - Newton Elementary library, Thursday November 21, 2024 at 3:30 pm.

### 5.0 Public Comment Period

(Two (2) minutes maximum allotted)

### 6.0 Adjournment

The meeting was adjourned at 4:31 pm. Motion to adjourn by Kasey O'Horo and seconded by Sam Olsen.