

MINUTES
DELL H. ROBISON MIDDLE SCHOOL
School Organizational Team Meeting
Location – Library
February 6, 2023
3:30 PM

School Organizational Team Members:

Anna Mashtare, Parent Member
Claudia Torres, Parent Member
Tracy Karas, Parent Member
Christiane Schau, CCEA Member
Soraya Laboy, CCEA Member
Maria Lopez, ESEA Member
Ashley Robles, Student Member (1st Semester)
Laura Nowlan, Community Member
Joshua Lamers, Community Member
Immer Liza Ravalo, Principal

1.0 Welcome & Roll Call

The meeting was called to order by Principal Ms. Ravalo.

Present: Claudia Torres, Anna Mashtare, Tracy Karas, Christiane Schau, Soraya Laboy, Maria Lopez, Joshua Lamers and Immer Liza Ravalo.

Absent: Ashley Robles and Laura Nowlan.

Presenter/Guest: Tracy Pacheco (Assistant Principal).

2.0 Old Items

2.1 23-24 STRATEGIC BUDGET. Action.

- Ms. Ravalo reviewed the copy of the Strategic Budget proposal, Budget Summary and explained the allocation breakdown.
 - *This school year we have three Learning Strategists, one of our Strategist may leave Robison. If this happens, there are no plans to hire a third Learning Strategist.*
 - *Our school facilitator is leaving for a different middle school. We are currently looking to hire a school facilitator with the plan to purchase ½ of the time for the new Special Ed Facilitator to work full time at our school. Currently the Special Ed Department will only pay for ½ of the salary to work at our school.*
 - *We continue to advertise and look to hire for a School Social Worker.*
 - *We are looking to carryover approximately 700K of our attrition money. We will use the money to for teacher salaries in case we do not meet our 700-student enrollment number to avoid cuts and keep our class sizes down.*
 - *Ms. Pacheco, Assistant Principal mentioned we are looking to have two teachers per subject grade level.*
 - *We continue to look for teachers and hoping to hire all positions by June 2023.*

- Ms. Ravalo called for a vote to approve our 23-24 school year Strategic Budget. The SOT team approved and voted all in favor to proceed with the Strategic Budget plan and expenses.

3.0 New Items

3.1 23-24 SCHOOL PERFORMANCE PLAN. Discussion and Action.

- Ms. Pacheco presented a copy of the School Performance Plan of Operation. She explained and reviewed the breakdown of the plan.
 - *First, focus in Improvement Strategies based on instruction. We are using rigorous curriculum at all grade levels. We continue to focus on our newcomer EL students by providing tutoring and parent engagement.*
 - *Provide adult learning culture by visible thinking rounds and teachers observing other teachers.*
 - *Increase the parent engagement in our community by providing multiple events. CCSO provides parent surveys in December to measure parent engagement which measured from 15%-25%. We use Parentlink, school website & phone calls home to promote our monthly parent meetings with our counselors, and invite parents to participate in our family night events.*

4.0 General Discussion

- GHOST ITEM – Ms. Ravalo shared a couple of updates in regards to the school happenings.
 - We continue to wait on approval to when the students can use the gym area.
 - The 22-23 school year SOT cycle is from October 2022 until September 2023. SOT parents continue to be part of the SOT during the beginning of the 23-24 school year. The SOT does not meet during the month of June and July.
 - Ms. Ravalo shared her retirement announcement. Part of the duties of the SOT is to interview for a new principal. We are hopeful to have a new principal start earlier to have transition time.
 - We were informed that Robison Middle School would be converted to a high school during the 27-28 school year. The new school should open on 2027.

5.0 Information

NEXT MEETING. Discussion and Action

- The next SOT meeting is scheduled for March 27, 2023 at 3:30 p.m.

6.0 Public Comment Period (Two (2) minutes maximum allotted)

None

Meeting adjourned at 4:15 p.m.