



# SCHOOL ORGANIZATIONAL TEAM

## Grant M. Bowler Elementary School

### Meeting Minutes January, 2025 Start time 3:36pm

**1. Welcome and Roll Call:**

**Voting Members in attendance**

**Community Members in attendance**

Kristie Crisler (Teacher) Megan Leavitt (Parent) Tamara Harding (Teacher) Kelby Robinson (Principal) Melissa Gilleo (Parent) Taci May (Parent) Lynae Bevan (Parent) Darlene Millington (staff)	Veronica Zinovitch (in person) Marissa Frampton (zoom) Whitney Eide (in person) Ashley Bunker (zoom) Kayla Patterson (zoom)
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**2. Virtual meeting link: - up and working**

**3. Approval of December 16, 2024 minutes:**

- Kelby motions to approve as is
- Darlene seconds
- Unanimously voted yes

**4. Review The Norms:**

- Taci requested they be moved to the next meeting.

**5. Public Comment on Agenda Items:**

- No public comments

**6. Informational Items PTO Update:**

- Whitney Eide attended for PTO
- Whitney stated PTO would like an update on where we are with boys bathroom dividers. It is not something they can cover the cost for but would like to know if that is something the school can cover.
- Would also like to make note that the school needs a new marquee sign. It is old and rusty and we live in a digital age and they would like to see that updated. If the school can not pay for it they suggest we look into a community fundraiser.



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- No valentines day dance this year due to funding.

### 7. Training:

- Kelby provided training on norms.
- He compiled a list of norms from some other SOT teams that are close to us. He will send them out in an email and suggest that we each go through them and highlight the norms we like and then vote on the ones we want to establish.
- Taci commented that we have norms and Kelby agreed we had some from last year but that we as a new SOT have not officially adopted any. That we need to make it official for our team. It was pointed out that in the past the norms have been placed on the agenda so we can see them and be reminded of them. It is not required but a good practice.

### 8. Student Safety/ Community Access Solutions:

- Kelby sent out an email to parents stating the school policy regarding parent/community access. Please see attached letter. Make it noted this was not voted by the SOT team.
- There are two community events (ABC fashion show & Wax Museum). The 5th grade patriotic event that has happened in the past was put on by Mrs. Anderson.

### 9. Boys Bathroom Dividers:

- Kelby reached out to the engineer but has not heard back regarding if he will be able to complete the project or if it would have to be bid out to another company.
- It was suggested to still get the quote so we can get a ballpark number of what we are looking at. Then we could decide once we have an idea of the cost how to proceed whether that be the school budget covering it or how we raise funds.
- It was agreed to wait and hear back from the engineer.

### 10. School Plan of Operations:

- Kelby presented a spreadsheet he put together of the proposed school budget for the 2025-2026 school year. He used the 24-25 expenses with the 25-26 proposed budget to show which areas we



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are over in the proposed budget. See attached picture.

Years	Scenario Budget	Version School Budget	Entry 0920 Bowler, GrantES	Gen Fund	GenF Read by 3	At-Risk	English Learners	Gen Fund Cryflw	At-Risk Cryflw	ELL Cryflw	r ZFS-EDIT	Food	GATE	IDEA	Sp Ed	r ZFS-NOEDIT
REMAINING BUDGET TO SPEND				-716,671.0099999998	-0.01	-8,094.53	-1,093.52	242,424.88	6,984.91	1,003.55	-475,445.73	-36,264.00	0.00	-74,301.93	-1,586,949.94	-1,687,315.87
ALLOCATED FUNDS: Includes Carry Forward																
BUDGET SPENT: Target Amount				4,676,922.82	126,392.24	43,832.52	5,483.61	242,424.88	6,984.91	1,003.55	5,103,044.53		79,164.42		0.00	79,164.42
Admin Jobs				373,105.69												
Licensed Jobs				4,132,268.22	126,392.25	51,927.05	5,433.13				4,316,020.65		79,164.42		1,281,292.95	1,360,457.37
Support Jobs				748,896.01							748,896.01	36,264.00		74,301.93	395,656.99	498,222.92
Transferred Responsibility				139,323.91			1,144.00				140,467.91					
TOTAL BUDGET SPENT				5,393,593.83	126,392.25	51,927.05	6,577.13	0.00			5,578,490.26	36,264.00	79,164.42	74,301.93	1,586,949.94	1,776,680.29
REMAINING BUDGET TO SPEND				-716,671.01	-0.01	-8,094.53	-1,093.52	242,424.88	6,984.91	1,003.55	-475,445.73	-36,264.00	0.00	-74,301.93	-1,586,949.94	-1,687,315.87
Target Amount Before Carry Forward				4,676,922.82	126,392.24	43,832.52	5,483.61	242,424.88	6,984.91	1,003.55	5,103,044.53		79,164.42		0.00	79,164.42
Total				4,676,922.82	126,392.24	43,832.52	5,483.61	242,424.88	6,984.91	1,003.55	5,103,044.53		79,164.42		0.00	79,164.42

- He expressed that the right side of the picture is not part of our budget. That is paid either by the district or with federal funding. We are responsible for items on the left side of the picture.
- The 23-34 year had a positive carry over including gen fun, at-risk & ELL. Using these numbers, assuming this year we could potentially have the same amount of carry forward and having one teacher retire we change our \$716,671.01 to \$475,445.73. So we will focus on getting the 25-26 budget balanced with \$475,445.73.
- Kelby then presented the SOT with another spreadsheet with all the proposed areas we were legally allowed to cut from the budget (he did state he had to remove the office manager position as he was not legally allowed to cut that position). See attached picture

Cost	Calculations	Grade	# of Teachers	Enrollment
Assistant Principal	\$170,503	Kinder	4	94
Teacher or Licensed	\$126,392	1	5	96
		2	4	80
		3	5	115
PE Aide	\$38,477	4	3	95
Computer Tech	\$86,027	5	4	106
Justodian	\$71,711	Specials	5	
Office Aide	\$44,792	Gate	1	
Office Manager	\$116,468	IB03	1	
Clerk	\$70,587	SpEd	8	
*School Instr Aide	\$33,209	Total		40
*Extra Hours Support	\$35,175			
*Licensed Extra Hours	\$37,917			

Goal = 475,455

below.



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- In the right side of that picture you will note CCSD recommendation of the number of teachers needed for each grade on projected enrollment. Utilizing these spreadsheets and those numbers is what we were able to use, along with discussion amongst the group about how to allocate funds for the 2025-2026 school year.
- Other things mentioned would be the position with an asterisk next to them would not actually cut a position from the school and Kelby recommended we for that purpose we cut those first.
- Lynae asked how often we receive grants. Kelby stated grants have nothing to do with our budget and that he can not factor them into our budget. In the future we can apply for grants and if we are granted the funds once the district says they have received the funds then we can hire the position associated with the grant. Lynae stated she is willing to look into potential grants for our school.
- Things to be noted about the conversation had around when and where to cut in the budget.
  - i. Kelby stated that yes those are the numbers of teachers CCSD suggests we have per grade level but that he does not have to abide by those numbers and he gets the ultimate say in how many teachers we have per grade.
  - ii. Per CCSD requirements that would put the student to teacher ratio per grade: k: 1 to 23.5, 1st: 1 to 19.2, 2nd: 1 to 20, 3rd: 1 to 23, 4th: 1 to 31.67, 5th: 1 to 26.5 Kelby stated that the state allocation should be k: 1 to 21, 1st & 2nd: 1 to 20, 3rd: 1 to 23, 4th & 5th: 1 to 33.5.
  - iii. When a licensed teacher position is cut it would be the lowest in seniority within the district to be surplus, unless someone with higher seniority chooses to move positions.
  - iv. Kelby stated that P.E. is the only extra curricular class that is required per the law. It is also required by law that the school has a librarian and an aide.



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- v. Taci mentioned our main goal would be to keep all our current teachers at our school and it was agreed that that would be nice but numbers are not matching up to make that a reality.
- vi. It was suggested to possibly share our computer tech with other schools, if another school agreed. Cut Math strategist and a special (computers).
- vii. Taci recommended having parents volunteer to be in kindergarten classes that are larger since it's not in the budget to have aides in those classes. Kelby said our classes are not in the range of that being necessary.
- viii. CCSD expects that within this budget you leave room to buy supplies. Though we are budgeting and figuring personnel we also need to budget for supplies.
- ix. It was recommended that we offer split contracts to help keep teachers at our school. Tamara stated that it is really hard on kids to have multiple teachers. Kelby said it wouldn't make sense to cut more teachers than needed to add back in two.
- x. We are planning on attrition monies to operate the school.
- xi. Kelby stated that he can call his boss at any time and say that we want to reopen the strategic budget and we can call a meeting and reconsider our options.
- xii. Taci asked if we have to submit the budget and Kebly responded I can not submit the budget unless it is balanced.
- xiii. Everyone wanted it noted that we felt our hands were tied and we begrudgingly have no other choice but to pass the budget with these cuts.
  - Tamra motioned to accept the budget as pictured below
  - Kebly second it, all voted (begrudgingly) yes unanimously.



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	A	B	C	D
1		Cost	Calculations	
2	Assistant Principal	\$170,503		
3	Teacher or Licensed	\$126,392		
4			\$126,392	
5			\$126,392	
6	PE Aide	\$38,477		\$126,392
7	Computer Tech	\$86,027		
8	Office Aide	\$44,792		
11	Clerk	\$70,587		
12	*School Instr Aide	\$33,209		
13	*Extra Hours Support	\$35,175	\$33,209	
14	*Licensed Extra Hours	\$37,917	\$35,175	
15			\$37,917	
16				
17				
18				
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21				
22				
23				
24				
25				
26				
27			\$485,477	Goal = 475,455

### 11. School Performance Continual Improvement Plan:

- Act 2: Taci requested to see individual grade scores on MAPS testing and social, emotional, behavioral. She also stated how it's hard to set a goal for the school when we do not know which grade is struggling and which grades are doing well. Kelby said it violates FERPA to provide those scores.
- It was stated that we shouldn't be approving these tonight when we have not had adequate time to review them and we did not realize that we were going to be approving them during this meeting. Kelby stated he forward them out ahead of time and



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added it to the agenda. Taci stated it was listed in a way that did not clearly state act 2.

- Darelene motioned to accept act 2 as is
- Kristie second it, all voted hesitantly but unanimously yes

### 12. Principal Update:

- All has been covered, only additional comment is Kelby stated the bus safety route has fizzled out this year due to budget cuts. Can revisit it next year.

### 13. Public Comment:

- None

### 14. Future Agenda Items:

- No new items at them moment

### 15. Next Meeting: February 24, 2025 3:30pm at Grant M Bowler.

- Melissa motioned to adjourn meeting
- Megan second, all unanimously agreed ending the meeting at 5:13pm