

VASSILIADIS ELEMENTARY SCHOOL
SCHOOL ORGANIZATIONAL TEAM (SOT) MINUTES
November 14, 2023 at 3:25 pm in the Library

SOT Members Present	Laura Gallagher, Rachel Levandusky, Stephanie Ashe, Becky Desautels, Tiffany Mehling, Madeline Ben-Shoham
Extended Team Present	Melanie Danzeisen, Chara Mariani, Jeanine Gusmerotti, Tina Stevens, Unique Brown, Vicki Vesp, Paul Catania, Aimee Levy, Nestor Pineda, Tori Goldstein
Absent Members	
Members of Public	Alexis Kamp-Berger, Natalie Peterson, Julie Moffett

NEW BUSINESS

❖ **Staffing**

- Chris Liza promoted, last day is Friday. In search of a new kitchen manager.
- Counselor position has flown and we are currently interviewing for it.
- Support Staff CTT position being hired.
- Special Education needs more support, SOT approved adding an SPTA position to help. This position will fly soon.
- Custodial position was flown. Custodial supervisor from the district is coming out to help us reorganize the custodial duties to make them more equitable for all custodians.

❖ **District-Wide Survey**

- Due December 16.
- 4th and 5th grade classes should take in a whole group setting to make sure that the questions are understood.
- ParentLink coming out this week to send the link to parents.

❖ **SBAC Testing**

- Flyer made with “Save the Dates” to hopefully curb families from taking vacations on testing dates.
- Teachers will Dojo out the flyer.

❖ **School Safety**

- Having bus, club, and SafeKey students leave at the bell is working nicely.
- Kinder playground is unsupervised in the mornings and afternoons. Please have any staff kids use the main playgrounds where there is supervision.
- Please remind students that hallways should be quiet before and after school as teachers are working.
- Staff kids should wait to go play until at least 3:21 so that gates can close and parents can vacate the campus.

❖ **Holiday Recognition for Non-Classroom Staff**

- PTO will assign non-classroom staff to a classroom.
- Students will make handmade cards as a gesture of appreciation. Gifts not required!

❖ **Kona Ice**

- We will pause Kona Ice for the winter months. If they want to come sell after school (similar to Donut NV) they can, but we will not have teachers help staff it.
- We will revisit if we want to keep having teachers work the Kona Ice truck in the spring.

❖ **SGF**

- Stephanie Ashe shared proposals for SGF spending.
- See SGF monthly report for information.

❖ **Winter Gear Order**

- ParentLink and flyer going home to families on Wednesday, November 15.
- Staff will get some Winter Gear as part of the Holiday Week gift from admin.

Future Business

- ❖ The SOT is scheduled to meet again in December 2023. Agenda to follow.

The meeting lasted from 3:30 - 4:25 pm

Minutes submitted by Alexis Kamp-Berger