

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Room 15**  
**Date: August 29, 2017**  
**Time: 4:15 p.m.**

**School Organizational Team Members:**

Dasha Anderson, Member  
Sherjuan Brown, Chair  
Terri Harden, Vice Chair  
Itzia Lopez, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Ayoka Snipes, Principal

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***It is asked that speakers be respectful to each other, Team members, the principal and school district staff. Speakers that are disruptive will be asked to leave the meeting.***

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- 1.0 Welcome & Roll Call**
- 2.0 Approval of Minutes**
- 3.0 New Items**
  - 3.1 STRATEGIC BUDGET** – Team will review and discuss
  - 3.2 STAFFING** – Team will review and discuss
  - 3.3 STUDENT COUNT** – Team will review and discuss (Bikes will be raffled on September 8<sup>th</sup>)
  - 3.4 CARSON GARDEN** – Celebrate!
- 4.0 General Discussion**
  - 4.1 UPCOMING 17-18 SOT ELECTION:** Team will revisit process of electing new or returned members for 17-18 SY
- 5.0 Public Comment Period**
  - 5.1** (2 minutes maximum allotted)
- 6.0 Meeting Adjournment**

*“Academic Excellence for Every Student, Every Day!”*

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Room 15**  
**Date: September 19, 2017**  
**Time: 4:15 p.m.**

**School Organizational Team Members:**

Dasha Anderson, Member  
Sherjuan Brown, Chair  
Terri Harden, Vice Chair  
Itzia Lopez, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Ayoka Snipes, Principal

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- 1.0 Welcome & Roll Call**
- 2.0 Approval of Minutes**
- 3.0 New Items**
  - 3.1** STRATEGIC BUDGET 17-18 – team will review and discuss
  - 3.2** TITLE 1 BUDGET – team will review and discuss
  - 3.3** STAFFING – team will review and discuss
  - 3.4** PARENT ENGAGEMENT POLICY – team will review and discuss
  - 3.5** SCHOOL PERFORMANCE PLAN – team will review and discuss
  - 3.6** CCSD SOT CELEBRATION – confirmation of who will attend
- 4.0 Public Comment Period**
  - 4.1** (2 minutes maximum allotted)
- 5.0 Meeting Adjournment**

*“Academic Excellence for Every Student, Every Day!”*

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Room 15**  
**Date: September 26, 2017**  
**Time: 4:15 p.m.**

**School Organizational Team Members:**

Dasha Anderson, Member  
Sherjuan Brown, Chair  
Terri Harden, Vice Chair  
Itzia Lopez, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Ayoka Snipes, Principal

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- 1.0 Welcome & Roll Call**
- 2.0 Approval of Minutes**
- 3.0 New Items**
  - 3.1** STRATEGIC BUDGET 17-18 – team will review and discuss
  - 3.2** TITLE 1 BUDGET – team will review and discuss
  - 3.3** STAFFING – team will review and discuss
  - 3.4** PARENT ENGAGEMENT POLICY – team will review and discuss
  - 3.5** SCHOOL PERFORMANCE PLAN – team will review and discuss
  - 3.6** CCSD SOT CELEBRATION – confirmation of who will attend
- 4.0 Public Comment Period**
  - 4.1** (2 minutes maximum allotted)
- 5.0 Meeting Adjournment**

"Academic Excellence for Every Student, Every Day!"

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: October 17, 2017**  
**Time: 4:15 p.m.**

**School Organizational Team Members:**

Tryena Hopkins, Member  
Diamond Kelly, Member  
Chaniece Williams, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Support Staff, Member  
Ayoka Snipes, Principal

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**1.0 Welcome & Roll Call**

**2.0 New Items**

- 2.1** FUNCTION OF THE SCHOOL ORGANIZATIONAL TEAM – comments from the principal explaining the function of the School Organizational Team and scope of the Team's advisory authority.
- 2.2** SELECTION OF CHAIR – discussion and action on selection of the SOT chair.
- 2.3** SELECTION OF VICE CHAIR – discussion and action on selection of the SOT chair.
- 2.4** MINUTES – discussion and possible action on the designation of an individual to be responsible for taking minutes during SOT meetings.
- 2.5** AGENDA – discussion and possible action on assigning responsibility for creating agendas for SOT meetings.
- 2.6** MEETING ANNOUNCEMENTS – discussion and possible action on assigning responsibilities for posting meeting announcements and agendas to the school website.

**3.0 General Discussion**

- 3.1** TEAM NORMS – discussion on norms that the Team will establish to guide behavior of members and the public.
- 3.2** MEETING PROCEDURES – discussion of procedures that the Team will follow during meetings.
- 3.3** AGENDA PLANNING – items for future agendas.
- 3.4** FUTURE MEETINGS – discussion and possible action regarding the dates and times of future meetings.

**4.0 Information**

- 4.1** Results Month – discussion of school data and school action steps
- 4.2** Transfer of Responsibilities – discussion of Assembly Bill 469 and SOT feedback
- 4.3** Next Meeting – [LOCATION, DATE, TIME]

**5.0 Public Comment Period**

- 5.1** (2 minutes maximum allotted)

*“Academic Excellence for Every Student, Every Day!”*

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: November 14, 2017**  
**Time: 4:00 p.m.**

**School Organizational Team Members:**

Terri Harden, Member  
Tryena Hopkins, Member  
Diamond Kelly, Member  
Shannon O'Connor, Member  
Chaniece Williams, Member  
Lynn Wilson, Member  
Ayoka Snipes, Principal

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- 1.0 Welcome & Roll Call**
    - 1.1** Acknowledge Approved Minutes
  - 2.0 New Items**
    - 2.1** STRATEGIC BUDGET 2017-2018 – Team reviews the approved strategic budget for 17-18.
    - 2.2** SCHOOL PERFORMANCE PLAN 2017-2018 – Team reviews the approved school performance plan for 17-18.
    - 2.3** PROCESS OF PLAN OF OPERATION (POO) – Discussion of process for POO approval for upcoming 18-19.
  - 3.0 General Discussion**
    - 3.1** Agenda Planning – Items for upcoming agenda
      - 3.1.1** Data
  - 4.0 Information**
    - 4.1** Next Meeting – Carson Library, December ? @ 4:00 p.m.
  - 5.0 Public Comment Period**
    - 5.1** (2 minutes maximum allotted)

“Academic Excellence for Every Student, Every Day!”

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: December 18, 2017**  
**Time: 4:00 p.m.**

**School Organizational Team Members:**

Tryena Hopkins, Chair  
Diamond Kelly, Vice Chair  
Chaniece Williams, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Terri Harden, Member  
Ayoka Snipes, Principal

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- 1.0 Welcome & Roll Call**
    - 1.1 Minutes from previous meeting approved
  
  - 2.0 Old Items**
    - 2.1 None at this time.
  
  - 3.0 New Items**
    - 3.1 SCHOOL-WIDE DATA – Team review and discuss school-wide data.
  
  - 4.0 Public Comment Period**
    - 4.1 (2 minutes maximum allotted)

"Academic Excellence for Every Student, Every Day!"

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: January 30, 2018**  
**Time: 4:00 p.m.**

**School Organizational Team Members:**

Tryena Hopkins, Chair  
Diamond Kelly, Vice Chair  
Chaniece Williams, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Terri Harden, Member  
Ayoka Snipes, Principal

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**1.0 Welcome & Roll Call**

**1.1** Minutes from previous meeting approved

**2.0 New Items**

**2.1** CCSD Transfer of Responsibilities – Mrs. Snipes will review current status with team

**2.2** 18-19 Strategic Budget – Team will review and discuss strategic budget.

**2.3** 18-19 Title 1 Budget – Team will review and discuss Title 1 budget.

**2.4** 18-19 Staffing – Team will review and discuss Staffing for next school year.

**3.0 General Discussion**

**3.1** Agenda Planning – Items for upcoming agenda

**4.0 Information**

**4.1** Next Meeting – Carson Library, February 27<sup>th</sup> @ 4:00 p.m.

**5.0 Public Comment Period**

**5.1** (2 minutes maximum allotted)

*“Academic Excellence for Every Student, Every Day!”*



**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: February 27, 2018**  
**Time: 4:00 p.m.**

**School Organizational Team Members:**

Tryena Hopkins, Chair  
Diamond Kelly, Vice Chair  
Chaniece Williams, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Terri Harden, Member  
Ayoka Snipes, Principal

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**1.0 Welcome & Roll Call**

1.1 Minutes from previous meeting approved

**2.0 New Items**

- 2.1 School Performance Plan – Mrs. Snipes will review each action step.
- 2.2 Professional Development – Team will review and discuss targeted PD for staff.
- 2.3 Deleted Programs – Mrs. Snipes will discuss the deletion of ECSE.
- 2.4 School Safety – Team will discuss any concerns regarding school safety.

**3.0 General Discussion**

- 3.1 Agenda Planning – Items for upcoming agenda
  - 3.1.1 School-Wide winter data talks
  - 3.1.2 Parent Engagement/Involvement
  - 3.1.3 Continue talks about school safety

**4.0 Information**

4.1 Next Meeting – Carson Library, March 20<sup>th</sup> @ 4:00 p.m.

**5.0 Public Comment Period**

5.1 (2 minutes maximum allotted)

*“Academic Excellence for Every Student, Every Day!”*



**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: March 22, 2018**  
**Time: 4:00 p.m.**

**School Organizational Team Members:**

Tryena Hopkins, Chair  
Diamond Kelly, Vice Chair  
Chaniece Williams, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Terri Harden, Member  
Ayoka Snipes, Principal

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- 1.0 Welcome & Roll Call**
    - 1.1 Minutes from previous meeting approved
  - 2.0 New Items**
    - 2.1 School-Wide Data– Mrs. Snipes will review current data with team.
    - 2.2 Parent Engagement/Involvement – Team will discuss ways to increase participation.
    - 2.3 School Safety – Team will continue discussion on campus security and other safety concerns.
  - 3.0 General Discussion**
    - 3.1 Agenda Planning – Items for upcoming agenda
  - 4.0 Information**
    - 4.1 Next Meeting – Carson Library, April 17, 2018 @ 4:00 p.m.
  - 5.0 Public Comment Period**
    - 5.1 (2 minutes maximum allotted)

“Academic Excellence for Every Student, Every Day!”

**AGENDA**  
**Kit Carson International Academy**  
**School Organizational Team Meeting**  
**Location: Carson Library**  
**Date: May 15, 2018**  
**Time: 4:00 p.m.**

**School Organizational Team Members:**

Tryena Hopkins, Chair  
Diamond Kelly, Vice Chair  
Chaniece Williams, Member  
Shannon O'Connor, Member  
Lynn Wilson, Member  
Terri Harden, Member  
Ayoka Snipes, Principal

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**1.0 Welcome & Roll Call**

1.1 Minutes from previous meeting approved

**2.0 New Items**

2.1 Strategic Budget– Mrs. Snipes will review current budget after shortfall.

2.2 New Service Level Agreements – Team will review and discuss possible considerations for 19-20.

2.3 Family Parent Engagement Policy – Team will review and discuss if changes are needed.

**3.0 General Discussion**

3.1 Agenda Planning – Items for upcoming agenda

**4.0 Information**

4.1 Next Meeting – Carson Library, August 2018 @ 4:00 p.m.

**5.0 Public Comment Period**

5.1 (2 minutes maximum allotted)

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