



SOUTHEAST CAREER TECHNICAL ACADEMY

Minutes
SE Tech
School Organization Team Meeting
SE Tech Career Center
January 23, 2017
6:00 pm

1.0 Welcome & Roll Call

Members present

Tina Cowan, Member
Heather Duval, Member
Jan Garrett-Desimone, Member
Kyle Johnson, Member
Raymond Larrivee, Member
Kim Lighty, Member
Kerry Pope - Principal

Not present

Sylvia Lazos, Member
Meghan Henry - Student member

2.0 Old Items

- 2.1 Approve Minutes from 1/10/17
Moved to Approve by Johnson, 2nd by Cowan
Minutes approved unanimously

3.0 New Items

- 3.1 Selecting a chair for the Committee: Information, Discussion, Possible Action
- Kyle Johnson nominated to be Chairperson by J. Garrett-Desimone
 - 2nd by Lighty
 - Approved unanimously
 - Kerry Pope will keep minutes
- 3.2 Norms for how to function as a team: Information, Discussion, Possible Action
- Suggested to function as a combination of Consider all factors and Stoplight Cards (from consensus building list)
 - All members agreed unanimously to accept this as our format for continuing
- 3.3 Review of School and current status of programs: Information, Discussion
no updates to report



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3.4 Introduction to Strategic Budget - Preliminary Numbers, Review of Budgeting Guide: Information, Discussion

Prioritizing spending based on school goals and student achievement

-Prep buyouts vs new staff hires

-Personnel needs throughout the school (Front Office, Admin, Language, Math, Etc.)

-Current spending on things like paper, toner, computers, programs, etc.

-Strategies behind creating a comprehensive budget

-Making sure to create enough of a cushion to offset pipeline directives from county and state

-Fee structure and oversight

- Team asked K. Pope to bring final proposal to the team for meeting 1/30/17

3.5 New State Accountability Measures and Rating System: Information

- Handout regarding new state measures as listed on the Nevada Department of Education website

4.0 General Discussion

4.1 Agenda Planning: Items for Future Agendas

4.1.a Strategic Budget Overview and draft proposal from principal for 1/30/17

4.2 Discussion and Request for Future Meeting

5.0 Information

5.1 Next Meeting: January 30, 2017 5:00 pm, SE Tech Library

6.0 Public Comment Period 20 minutes maximum allotted