**Jacobson Elementary School SOT Minutes 12/17/20 @2:15pm**

**Google Meet: https://meet.google.com/vdj-veuw-pku**

Attendance:

Mrs. Susan Johnson, Chairperson

Mrs. Amber Singleton, Principal

Dr. Carla Buchanan, Assistant Principal

Mrs. Bonnie Hall, Librarian

Mrs. Rebecca Gashi, Teacher

Ms. Olga Mercado, Teacher

Mrs. Mirta Hertzfeld, Teacher

Mrs. Paige Terry, Parent

Ms. T. Hall-Austin, Parent

1. Welcome/ Celebrations
	1. New Chairperson: Mrs. Susan Johnson, Instructional Assistant @ Jacobson ES - 13 years
	2. Kudos to Ms. Antinew (SPED Teacher) for her hard work and dedication.
2. 2020-2021 School Performance Plan
	1. The Instructional Leadership team will meet in January to work on goals and action steps, and present it to the SOT for approval in January.
3. 2021-2022 Budget
	1. Tentative budget will be shared and the SOT will vote to approve it.
	2. SOT agreed that the majority of the budget will be allocated to staffing.
	3. Purchases from 2019-2020 school year will need to be made before the end of 2020 school year in case the funds do not roll over into 2021-2022.
4. Possible Transition to Hybrid
	1. CCSD requires us to have an isolation room and a health office.
		1. A room has been designated as the isolation room.
		2. Both rooms will be properly ventilated.
		3. PPE has been delivered (masks, gloves, sanitizer, and face shields for teachers)
		4. We will need at least 1 month to prepare for the transition although a plan has been developed.
		5. A transition committee has been developed to plan for the transition.
		6. CCSD survey to parents has been completed. Students whose parents have not completed the survey to indicate their preference for hybrid or transition will continue with complete distance learning.
5. Concerns
	1. SPED students have struggled the most with distance learning. Concerns regarding hybrid learning and push-in / pull out instruction (safety).
6. Adjourned: 3:00 pm