

**Minutes**  
**C.P. Squires Elementary School**  
**School Organizational Meeting**  
**Thursday, October 19, 2023**

School Organizational Team Members:

Ana Ruiz-Perez – Parent – Not Present  
Monique Salas – Parent - Not Present  
Kathryn Grass – Parent - Present  
Tammy Brown – Teacher – Present  
Matthew Royer – Teacher – Present  
Anita Micek – Support Staff – Present  
Tiffany Burlacu – Principal – Present  
Lynn Ivey – Assistant Principal – Present  
Patrick Grass – Assistant Principal – Present

**1.0 Welcome & Roll Call**

Meeting brought to order at 2:30 pm by Ms. Burlacu, seconded by Mr. Royer

**2.0 Public Comment Period (2 minutes maximum allotted)**

No public comments.

**3.0 – Introduction of SOT Members**

**3.1.** Officers and roles of SOT members presented by Ms. Burlacu. Chair identified as Mr. Royer. Vice Chair identified as Ms. Brown. Secretary identified as Kathryn Grass.

**4.0 – School Status**

**4.1 and 4.2** Ms. Burlacu presented the Squires NSPF Star Rating status and Act II Status Check.

**4.3** Mr. Grass presented the Annual Title 1 Meeting and Family Engagement Plan

**5.0 – Information**

Monthly meetings for SOT will be every third Thursday of the Month. Meetings will be held in room 32 at 2:30 pm at Squires Elementary School.

The next Meeting will be held on Thursday, November 16, 2023 at 2:30 pm.

**Mr. Royer made a motion to adjourn the meeting at 3:35 pm. Ms. Brown seconded the motion.**