

School Organizational Team Meeting Minutes

Neil C. Twitchell Elementary School

Location: Virtual

Meeting Link: [Zoom Log In](#)

Date of Meeting: 3.26.2026

Time of Meeting: 3:15 PM

Virtual meeting login information can be found on the Twitchell Elementary School website (under the tab labeled SOT)

Principal: Misty Tyler

Vice Principal: Jodi Janiga

School Organizational Team (SOT) Members: Scott Jackson, Gayle Juneau-Butler, Eden Capsouto, April Forcier, Miranda Tappan, Justin O'Malley, Nichole Bartlett

1.0 Welcome Roll Call Meeting

- Members in attendance: Misty Tyler, Jodi Janiga, Eden Capsouto, April Forcier, Justin O'Malley, Nichole Bartlett, Miranda Tappan, Scott Jackson
- Members not in attendance: Gayle Juneau-Butler
- Time meeting called to order 3:20 PM

2.0 Old Items Discussed:

- Reviewed and approved Meeting Minutes from February 5, 2026

3.0 New Items/General Discussion/Information Discussed:

3.1 Upcoming News for April

- 4/3: No School
- 4/6: No School- Staff Development Day
- 4/8: Bingo/Game Night hosted by PTA
- 4/23: Bring your child to work day. More information will be provided in the newsletter.
- 4/24: Family Picnic Day. Please refer to the newsletter for your child's lunch to attend. Parents must attend during their child's lunch. Students are not able to be pulled out for different lunches. Students that are not enrolled at Twitchell are not able to play on outdoor equipment due to safety and liability reasons.
- 4/30: Volunteer Appreciation Breakfast and PTA Meeting
- Currently working on staffing and classroom assignments for the 2026/2027 school year

3.2 APEX Fun Run Totals

- Fundraised: \$56,916.65 Grand total earned: \$29, 596.66 (48/52 Split)

- Currently in discussion about purchasing different items (i.e: campus beautification, new online programs)

3.3 Square Footage Formula- Classroom Pupils

- Reviewed guidelines that we follow to ensure we are not over capacity in our classrooms. Currently, we are within the correct capacity permitted.

3.4 Traffic Updates

- Discussed with the City of Henderson if Twitchell could put up posts to assist with safety
- Discussed to remind parents that PreK/Kindergarten/Self Contained Programs are dropped off in the front of the school. All other grades (1st-5th) are to be dropped off and picked up at the back of the school at the back gate.
- Gates are scheduled to close at 7:50-7:55 AM

3.5 SBAC Testing (Grades 3-5)

- 4/13/26: All of 5th grade begins SBAC testing
- 4/14 - 4/18: All grades 3rd-5th SBAC test.
- 4/21- 4/22: All grades 3rd-5th SBAC test.
- Only transparent and clear water bottles are allowed during SBAC testing with all labels removed.
- All snacks are not allowed to have words. All snack items will be in transparent and clear sandwich bags in the testing environment.

3.6: Budget per pupil

- Briefly reviewed District breakdowns of all of the materials that are spent by the District and Twitchell.

3.6 Next Meeting: 4.16.26 @ 3:15 p.m. (Virtual)

Public Comment:

- Discussed way behavior is approached by all staff.
- Sign ups have gone out for parents to volunteer to assist with traffic. Discussed if parents would like to be a cross walk volunteer or assist with traffic. At this time, parents have not volunteered.

Time meeting adjourns at 4:09 PM