

Agenda
School Organizational Team Meeting
Robert L. Taylor Elementary School
144 Westminster Avenue
Henderson, NV 89015
11/24/2025

School Organizational Team Members:
Amy Hirsbrunner, Teacher (Timekeeper)
Owen Fass, Teacher (Notetaker)
Cheryl Carlson, Support Staff (Chair)
JaiCee Gillespie, Parent (Vice Chair)
AnneMarie Walker, Parent (Vice Chair)
TBD, Parent
Kimberly Basham, Principal (Agenda maker)
Melissa Leicht, Assistant Principal (Notetaker)

This meeting agenda is posted publicly on the school website at <http://schools.ccsd.net/taylor>

Speakers wishing to speak during the public comment period for this meeting may call or sign up in person immediately prior to the beginning of the meeting. Speakers will be called in the order in which they signed up. No one may sign up for another person or yield their time to another person. Generally, a person wishing to speak during the comment period will be allowed two (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing. 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.

1.0 Welcome & Roll Call

1.1 Welcome & Introductions

In attendance: Hirsbrunner, Gillespie, Carlson, Walker, Leicht, Basham
Dr. Basham called the meeting to order on 3:32 pm. Carlson 2nd the motion.

1.2 Review & Approval of the Minutes from 10/8/2025

Carlson makes a motion to approve the minutes. Gillespie 2nd the motion. All in favor.

1.3 Celebrations

Gillespie stated her son is having his first band concert. Carlson shared that her son is having his 1st high school band concert. Walker shared her son has made an appointment to get his drivers license.

2.0 New Items

2.1 SOT Training

Duties and main functions is to provide advice and assistance to the principal.
Leadership reviews it too.
We talk about positions and programs and not people when reviewing the budget.
You are the group to vote.
Assist in the discussions.
Helping the principal to go over progress, results and give input.

2.2 SOT Roles & Responsibilities

Chair- calls meeting to order and facilitate the vote, Vice chair- steps into the chairs space when the chair is out, Agenda, Minutes.

2.3 Update Team Roles, if applicable

Chair: Cheryl Carlson

Vice Chair: JaiCee Gillespie/Annemarie Walker

Agenda: Kimberly Basham

Minutes: Owen Fass/Melissa Leicht

Time Keeper: Amy Hirsbrunner

2.4 Website update and input on themes

The current site is being managed by Mr. Nellis. The current site is boring.

Pay \$3000 customize one time fee

Pay \$500 for a site like all CCSD schools

The team recommends to spend the \$3000 to customize our school website

2.5 Review the *Clark County School District Pre-Kindergarten–Grade 12 Student Code of Conduct*

Review for next time

Minors versus Majors

Self-Defense

Bring hard copies next time

3.0 General Discussion

Questions, Concerns, Possible Agenda Items for December/January meeting for the new team

4.0 Public Comments

5.0 Next SOT MEETING

December 15, 2025 at 3:30

Next meeting we will look at designs for the new website.

Code of Conduct

MAP

January timeline

Carlson made a motion to adjourn the meeting at 4:03. Walker seconded the motion.

The team agreed.

Submit Agenda and Minutes to <https://forms.gle/hRVMT51HXvwYrF1S9> to submit it to: reorg.ccsd.net and email Owen Fass to submit it to: www.roberttaylorlortigers.org.