

Minutes
School Organizational Team Meeting
Robert L. Taylor Elementary School
144 Westminster Avenue
Henderson, NV 89015
01/31/2022
meet.google.com/csc-qqyh-xnu

School Organizational Team Members:
Estella Trotter, Teacher 21-22 Member
Kelley Norman, Teacher 21-22 Member
Cheryl Carlson, Support Staff 21-22 Member
Tabitha Hartman, Parent 21-22 Member
TBD, Parent 21-22 Member
Angela Marquette, Parent 21-22 Member
Kimberly Basham, Principal

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. Welcome & Roll Call

- 1.1. Celebrations: Share school and community celebrations. Carlson shared that her son was sponsored for his competitions! Girls on the Run will have a spring season (shared by Trotter) and Basham shared that there will be funds in the budget to pay staff. Basham also shared that positions are being filled, too!
- 1.2. Review & Approval of the Minutes from 11/29/2021 Basham reviewed these minutes with all in attendance. Norman moves to approve, Carlson seconded. Minutes were approved from November 2021.

2. New Items

- 2.1. FUNCTION OF THE SCHOOL ORGANIZATIONAL TEAM. Comments from the principal explaining the function of the School Organizational Team and scope of the Team's advisory authority. Basham reviewed the basic function of the SOT and "bragged" on the function of the RTE team.
- 2.2. SELECTION OF CHAIR. Discussion and action on selection of the School Organizational Team Chair. Carlson volunteered for this position. Hartman moved that Carlson and this was seconded by Marquette. It was approved.

- 2.3. SELECTION OF VICE CHAIR. Discussion and action on selection of the School Organizational Team Vice Chair. Marquette volunteered for the position of VC. This was moved and seconded. Also approved.
 - 2.4. COMMUNITY MEMBERS. Discussion and possible action on the inclusion of one or more community members on the School Organizational Team. Basham discussed various past members. Norman suggested looking into City Council since there is significant construction happening that may impact RTE attendance in the future. Basham will follow up with the City Council and her contacts there. Carlson also suggested Geri Schroeder as another option. Carlson will follow up with this.
 - 2.5. MINUTES. Norman will be responsible for taking minutes during School Organizational Team meetings.
 - 2.6. AGENDAS. Basham will take responsibility for creating agendas for School Organizational Team meetings.
 - 2.7. MEETING ANNOUNCEMENTS. Basham will take responsibility for posting meeting announcements and agendas on the school website. Discussion and possible action on someone to take responsibility for uploading the agendas and minutes to the forms noted below.
3. **General Discussion**
- 3.1. TEAM NORMS. Discussion on norms that the Team will establish to guide behavior of members and the public. Day/time is good for the team, but staying virtual is very important. Also, ending on time is an important norm for us. Also, it's important to hear from all the voices on the team. Be solutions oriented - where there's a will, there's a way.
 - 3.2. MEETING PROCEDURES. Discussion of procedures that the Team will follow during meetings. Roll call, call to order, approval of minutes, agenda in order, discussion of things to be added to next meeting/agenda
 - 3.3. AGENDA PLANNING: Items for Future Agendas (e.g. Data to Inform Instruction, Climate & Culture, Strategic Budgets, Consensus Building) MAP data from Winter testing (fall to winter) was suggested by Basham. Marquette inquired about new bell schedule for next year - Basham provided some basic information but this is not up for future discussion unfortunately.
 - 3.4. FUTURE MEETINGS. Discussion and possible action regarding the dates and times of future meetings. Basham asked the team if they would be ok to meet on 2/7/2022 to finalize the budget. The team approved this meeting.
 - 3.5. 2022-2023 Budget Update
 - 3.5.1. Carryover: \$1,024,226.41 saved over a period of time but will not be spent in one chunk; Basham would like to partially use this \$ to build in staff to lower class size
 - 3.5.2. Fall Budget Allocation: \$4,736,272.96
 - 3.5.3. ELL: \$54,452
 - 3.5.4. At Risk: \$111,199
 - 3.5.5. ESSER: \$94,874.00

- 3.5.6. Title I: \$248,018.00
 - 3.5.6.1. Keep a 2nd counselor
 - 3.5.6.2. Fund IMPACT
 - 3.5.6.3. Keep the 4th grade 4 and 5 teacher
 - 3.5.6.4. Keep an AP
 - 3.5.6.5. OS II
 - 3.5.6.6. Lounge Makeover
- 3.5.7. SPP Updates & inputs Leadership Team meets tomorrow and they will update the SPP with most recent feedback; staffing seems to be the biggest hurdle right now; This meeting will be shared at the upcoming 2/7/22 meeting with the SOT. Basham also encouraged the SOT to reach out to her with any other questions/concerns/or ideas regarding the budget.
- 3.6. Staffing Update: hired 1st grade teacher, 4th grade teacher, 3 SPTAs, night Custodian. All other positions continue to stay open and interviews are ongoing: 3 SPTAs, 5th grade, 3rd grade, Humanities-Librarian, 2nd counselor, 2nd grade, Resource, 1st grade. Three teachers lost over holiday break. 1st gr will start within a month and 4th grade will start next week. Basham is very hopeful about SPTA interviews! Also letters of intent have been sent to all staff to get an idea of where we stand for staffing for next year.
- 3.7. Discussion: February 7 meeting to finalize budget. This meeting was approved and will be scheduled. Basham submits budgets by the 11th and it will be approved by the 14th.
- 4. **General Discussion**
 - 4.1. Questions, Concerns, Possible Agenda Items for the January meeting. No comments
- 5. **Public Comments** No comments but again Basham encouraged team to reach out via email with anything SOT needs in the meantime
- 6. **Next SOT MEETING**

Proposed to meet to finalize budget on February 7, 2022 @ 2:30pm Next regular SOT is 2/28/22

A motion was made to adjourn @ 2:28, it was seconded and passed.

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

2020-2021 <https://forms.gle/SzgRCM35BQyzg4vz5>