

MINUTES
Louis Wiener, Jr. Elementary School (LWJES)
School Organizational Team Meeting (SOT)
Library (Room 42)
October 17, 2018
4:00 p.m.

School Organizational Team Members:

- Amy Benzel, Member
- Gina Holman-Garcia, Member
- Andrea Shafer, Member
- Lisa Tribuli, Member
- Makiko Watanabe, Member
- Anita Wilson, Member

Michael V. Blume, Principal

This meeting agenda is posted publicly on the school website at wiener.ccsd.net.

The SOT may take items on the agenda out of order, combine two or more agenda items for consideration, and remove an item from the agenda or delay discussion relating to items on the agenda at any time. Speakers wishing to speak during the public comment period for this meeting may call the school office at 702.799.5760 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 SOT. 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 *Meeting called to order at 4:01 p.m. All members present except Makiko Watanabe.*

2.0 Old Items

2.1 APPROVE MINUTES. Discussion and possible action on approval of minutes from the meeting of the LWJES SOT on September 13, 2018. *This item was held until the next meeting.*

3.0 New Items

3.1 FUNCTION OF THE SCHOOL ORGANIZATIONAL TEAM. Comments from the principal regarding the function of the School Organizational Team and scope of the Team's advisory authority. *Presentation by Mr. Blume.*

3.2 SELECTION OF CHAIR. Discussion and action on selection of the School Organizational Team Chair. *Presentation of information by Mr. Blume about the duties and responsibilities of the chairperson and other positions. Discussion was held by the SOT. No public comments were made. Motion made by Ms. Shafer for Ms. Benzel to be chair, seconded by Ms. Tribuli. Motion carried unanimously.*

3.3 SELCTION OF VICE CHAIR. Discussion and action on selection of the School Organizational Team Vice Chair. *Discussion was held by the SOT. No public comments were made. Motion made by Ms. Garcia for Ms. Wilson to be the vice chair, seconded by Ms. Tribuli. Motion carried unanimously.*

3.4 MINUTES. Discussion and possible action on the designation of an individual to be responsible for taking minutes during School Organizational Team meetings. *Discussion was held by the SOT. No public comments were made. Motion by Ms. Garcia for Ms. Shafer to take minutes, seconded by Ms. Benzel. Motion carried unanimously.*

3.5 AGENDAS. Discussion and possible action on assigning responsibility for creating agendas for School Organizational Team meetings. *Discussion was held by the SOT. No public comments were made. Motion made by Ms. Wilson for Mr. Blume to create meeting agendas, seconded by Ms. Gracia. Motion carried unanimously.*

3.6 MEETING ANNOUNCEMENTS. Discussion and possible action on assigning responsibility for posting meeting announcements and agendas on the school website. *Discussion was held by the SOT. No public comments were made. Motion made by Ms. Tribuli for Mr. Blume to post meeting announcements, seconded by Ms. Shafer. Motion carried unanimously.*

3.7 TEAM NORMS. Discussion on norms that the Team will establish to guide behavior of members and the public. *Presentation of information by Mr. Blume. Discussion was held by the SOT, including dates and times for meetings as typically being the second Wednesday of the month at 4:00 p.m. No public comments were made.*

3.8 MEETING PROCEDURES. Discussion of procedures that the Team will follow during meetings. *Presentation of information by Mr. Blume. There was no discussion by the SOT. No public comments were made.*

3.9 SCHOOL PLAN OF OPERATION 2018-2019. Updates, discussion, and possible action on the School Plan of Operation, including the School Performance Plan and School Strategic Budget for the 2018-2019 school year. *Presentation of information by Mr. Blume, including official 4-star status and Shining Star status. Discussion was held by the SOT. No public comments were made.*

4.0 General Discussion

4.1 AGENDA AND MEETING PLANNING. Discussion of items for future agendas and dates for future meetings. *The next meeting will be November 14, 2018, at 4:00 p.m. No items were requested for inclusion on the agenda.*

5.0 Public Comment Period (15 minutes maximum allotted)

No public comments were made.

Meeting adjourned at 4:57 p.m.