

MINUTES
Louis Wiener, Jr. Elementary School (LWJES)
School Organizational Team Meeting (SOT)
VIRTUAL VIA GOOGLE MEET
October 22, 2020
3:45 p.m.

School Organizational Team Members:

- Christopher Ashton, Member
- ElRae Carino, Member
- Craig Koppelman, Member
- Nishwan Pancheeri, Member
- Andrea Shafer, Member
- Makiko Watanabe, Member

Michael V. Blume, Principal

This meeting agenda is posted publicly on the school website at lwjes.vegas.

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.

VIRTUAL MEETING INFORMATION: This meeting will be conducted virtually using Google Meet. If you are a member of the public who would like to attend the meeting, please find the link to the meeting posted on the LWJES website. If you would like to submit a comment in writing to be shared at the meeting, please submit your comments via email to Mr. Kevin Nellis at nellikw@nv.ccsd.net no later than 2:00 p.m. on the date of the meeting. Comments sent after that time will be shared with the SOT and filed with meeting records.

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 *The meeting was called to order at 3:45 p.m. All members were present at this time with the exception of Mr. Pancheeri who arrived at 3:57 p.m.*

2.0 Old Items

2.1 APPROVE MINUTES. Discussion and possible action on approval of minutes from the meetings of the LWJES SOT on September 22, 2020. *The SOT reviewed the minutes. Motion to approve by Ms. Carino, second by Mr. Koppelman. The motion passed unanimously.*

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. *Mr. Blume presented information about the function and scope of the SOT, including videos about the first SOT meeting, determining group norms, meeting procedures, and the plan of operation. The SOT had the opportunity to discuss these items. No public comments were made.*

3.2 SELECTION OF CHAIR. Discussion and action on selection of the School Organizational Team Chair. *The SOT discussed the position of SOT chair. Motion for Ms. Carino to be the chair made by Ms. Shafer, seconded by Mr. Ashton. No public comment was made. The motion passed unanimously.*

3.3 SELECTION OF VICE CHAIR. Discussion and action on selection of the School Organizational Team Vice Chair. *The SOT discussed the position of SOT vice chair. Motion for Ms. Shafer to be the chair made by Mr. Ashton, seconded by Ms. Watanabe. No public comment was made. The motion passed 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. *The SOT discussed the taking of minutes. Motion for Mr. Blume to take minutes made by Ms. Watanabe, seconded by Ms. Shafer. No public comment was made. The motion passed unanimously.*

3.5 AGENDAS. Discussion and possible action on assigning responsibility for creating agendas for School Organizational Team meetings. *The SOT discussed the creation of agendas. Motion for Mr. Blume to create agendas made by Mr. Koppelman, seconded by Ms. Watanabe. No public comment was made. The motion passed unanimously.*

3.6 MEETING ANNOUNCEMENTS. Discussion and possible action on assigning responsibility for posting meeting announcements and agendas on the school website. *The SOT discussed the posting of meeting announcements, including an invitation message to families to the meeting through ParentLink. Motion for Mr. Blume and Mr. Nellis to post meeting announcements made by Mr. Ashton, seconded by Ms. Watanabe. No public comment was made. The motion passed unanimously.*

3.7 TEAM NORMS. Discussion on norms that the Team will establish to guide behavior of members and the public. *Item 3.7 was called with Item 3.8.*

3.8 MEETING PROCEDURES. Discussion of procedures that the Team will follow during meetings. *The SOT discussed team norms and meeting procedures. Requests for updates to the norms and meeting procedures, including the public comment guide, were presented. No public comment was made. The SOT supported both the team norms and meeting procedures as updated through consensus.*

3.9 SCHOOL PLAN OF OPERATION 2020-2021. Updates and discussion on the School Plan of Operation, including the School Performance Plan, School Strategic Budget, and Title I plan for the 2020-2021 school year. *Item 3.9 was called with Item 3.10.*

3.10 PARENT AND FAMILY ENGAGEMENT PLAN (PFEP). Updates, discussion, and possible action on the 2020-2021 Title I PFEP. *Information was presented about the school plan of operation, information available on the website, and the Title I Parent and Family Engagement Plan. The SOT held discussion and the PFEP will be brought again to the SOT at the November 2020 meeting. No public comments were made.*

3.11 DISCUSSION REGARDING FUTURE ENROLLMENTS. Discussion regarding ideas related to future enrollment, possibly including magnet programs. *This item was moved to the November 2020 meeting.*

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 held on Tuesday, November 17, 2020, at 3:45 p.m. via Google Meet. The December meeting was scheduled for December 9, 2020.*

5.0 Public Comment Period (15 minutes maximum allotted) *No public comments were made.*

Motion to adjourn the meeting at 5:18 p.m. by Ms. Watanabe, second by Mr. Ashton. The motion passed unanimously.