

Minutes
SRJ Bailey Elementary School
School Organizational Team Virtual Meeting
October 24, 2023
3:30 p.m. - 4:00 p.m.

School Organizational Team Members:

Lindsay Hameloth, Member: Present
Laura Lowe, Member: Present
Malia Elliott, Member: Present
Vicky Villaron, Member: Present
Emily Wright, Member: Present
Tim Granger, Assistant Principal: Present
Jo. Anna Grant, Principal: Present

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

The School Organizational Team may take items on the agenda out of order, may combine two or more agenda items for consideration, and may 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 702-799-7510 or sign up in person immediately before 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 who are disruptive will be asked to leave the meeting.

1.0 Welcome and Roll Call Done 3:36

2.0 New Items

2.1 SOT training:

Opening the intent and purpose of the SOT

2.1 a. Establish the [intent and purpose of the SOT](#)

Mrs. Grant shared and discussed the document with the team. The reorganization allows for decisions that are going to impact the students at our school. The schools have more autonomy and decisions are based on the needs of Bailey students and staff. Allows the team to have a greater impact on student outcomes. More autonomy for our school and our teachers. Discussed AB 469.

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Went over the role of the SOT and how the team provides input and assistance to the principal regarding key items such as: the budget, student outcomes, funding positions, and the SPP. To ensure success we need to have a collaborative relationship. Monitoring is done through the SOT meetings.

No questions.

Covered purpose and intent of the SOT based on updated training materials.

b. Selecting a chair for each meeting-how will we select?

Do we want a person for the chair of the meeting? Discuss the role of that person and provide detailed information of what the chair would do in preparation for the meeting, during, and after the meeting. The team voted that they did not want a chair for the SOT team.

c. [SOT Chair Role defined](#)

Any questions-No questions

Ms. Emily Wright raised her hand and asked-So, who is going to be the chair, and then Mrs. Grant discussed how they would be selected by the team if they wanted one.

After the meeting what would need to be done from that person?

Do we feel that we would like to have a chairperson?

Mrs. Wright believes that everything is straightforward and clear, and she thinks that we don't need one.

Ms. Lowe asked, is this something that you would like to take off your plate?

Mrs. Grant-responded I want people to feel they are valued and I want everyone to know and feel that they are valuable members of the SOT and I want to know that I am always improving and want the SOT team to be a part of the decision making process.

It isn't needed, I just want to give you options.

Taking a vote. The SOT team voted No to having a Chairperson.

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c. [Developing norms worksheet](#)-Lowe

Ms. Lowe facilitated the discussion on developing norms and procedures for the PLC. No questions.

Ms. Lowe led the team Involving everybody and what that looks like, pulling the points that people are trying to get to and checking for understanding and agreement.

We are told to meet once a month. The start time is always 3:30. Do we want to have an actual ending time? People responded, No.

Ending time is open.

Will we end on time? We will start on time.

How will we work on active listening? Do we have any suggestions?

Keep cameras on at all times.

How are we going to discourage interrupting

Raise the hand button.

Expectations on cell phone and laptop use Is that do not use it

A yes. No extra electronics

How are we going to address power or influence

We will norm someone if they get sassy.

Confidentiality

Is it open?

Yes to all who choose

I don't think that anyone knows about the meeting

Do you mean should we put it out on the class dojo or the school website

Can the teachers put it in their group chat as well?

We would not be able to manage that

Grant - it is posted on Dojo and it is on posted on our website

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Maybe Vickie and Emily can invite other parents-to increase involvement.

What we say in the meeting is in confidence? No

It is more transparent.

If we are talking about a specific kid let's not use any names or identifying info.

What can we say at the end of the meeting?

How much can be shared? It is always an open meeting (transparency)

We share the minutes on the website.

How are decisions made? Are we going to vote on decisions? Yes

We are a decision-making body.

We will make a majority decision if we can not agree.

How do we deal with conflict?

Either raise your hand or put it in the chat

How will the team use data?

We use it to help make decisions and make future decisions.

Participation- how are we going to add this?

We are going to add participation using the emoji.

Are we going to have an attendance policy?

No policy.

Expectations other than emojis?

Cameras on.

Recognize style differences, let everyone be heard and be respectful. No requirement for participation. Just Teamwork.

Operating procedures Once a month. On Google Meet, open at 3:30 and then end when items are covered but not to exceed an hour.

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Who decides that it will be shorter - as a team

Decide by Emoji vote

Who can cancel the meeting?

Admin.

Can we call an emergency meeting? thumbs up yes we can call an emergency meeting, the team voted yes.

Notes are made in the minutes in the Google doc.

How will the minutes be distributed? After the meeting they are posted to the website.

Mr. St. John will upload it to our website?

What is the process of amending or approving the minutes?

Not sure on this one because the minutes are public.

They are reviewed and uploaded to the website.

Mrs. Grant Prepares the agenda.

How can people help add to the agenda?

Anything that comes from Central Office or Region leadership will be added. Submit a request or suggestion during the public comment period or contact Mrs. Grant to add items to the agenda.

How far ahead are the agenda made?

Usually three days prior to the meeting

Who gets a copy?

It is posted on the website.

When are minutes distributed?

Usually, within a week of the meeting?

That is the end.

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2.4 Upcoming events

2.4.1 a. Bronco Bash this Thursday

4.0 Information

4.1 Next Meeting: November 29, 2023, @ 3:30

5.0 Public Comment Period

No one had anything to add.

Meeting called to order by Ms. Hameloth at 4:21 pm.