

MINUTES

Bilbray Elementary School Organizational Team Meeting
9370 Brent Lane, Las Vegas 89143 (via Google Meets)
<https://meet.google.com/omo-qshy-qpo?hs=122&authuser=0>
October 6, 2020 4:00 p.m. adjourned at 5:15 p.m.

School Organizational Team Members:

Susan Spilsbury, Member -present
Lisa Manabat, Member -present
Pam Williams, Member -present
Jajuan Morris, Member-present
LeBrandia Schell, Member-present
Angela Dayley, Member-present

Vanessa Altas, Principal-present
Heidi Olive, Asst. Principal-present

This meeting agenda is posted publicly on the school website at: <http://bilbray.snappages.com/>.

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 702-799-4646 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 submit comments in writing.

It is asked that speakers be respectful to each other, SOT members, the principal and school district staff. Speakers that are disruptive will be asked to leave the meeting.

1.0 Welcome & Roll Call

2.0 Roles and Responsibilities

- 2.1 Training Materials and Information available at <https://sites.google.com/nv.ccsd.net/reorg>
Reviewed and took a virtual tour of the resources available
- 2.2 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. **Discussed**
- 2.3 TEAM NORMS. Discussion on norms that the Team will establish to guide behavior of members and the public. **Discussed**
- 2.4 MEETING PROCEDURES. Discussion of procedures that the Team will follow during meetings. **Discussed**
- 2.5 MINUTES. Discussion and possible action on the designation of an individual to be responsible for taking minutes during School Organizational Team meetings. **Discussed and Ms. Morris designated for future meetings**

- 2.6 AGENDAS. Discussion and possible action on assigning responsibility for creating agendas for School Organizational Team meetings. **Discussed**
- 2.7 MEETING ANNOUNCEMENTS. Discussion and possible action on assigning responsibility for posting meeting announcements and agendas on the school website. **Discussed**
- 2.8 CONSENSUS BUILDING STRATEGIES. Discussion and action on selection of voting methods.
- 2.9 SELECTION OF CHAIR. Discussion and action on selection of the School Organizational Team Chair. **Discussed and Mrs. Dayley and Ms. Spilsbury volunteered; Mrs. Dayley designated**
- 2.10 SELECTION OF VICE CHAIR. Discussion and action on selection of the School Organizational Team Vice Chair. **Discussed and Mrs. Schell designated**

3.0 District and School Data

- 3.1 Nevada School Performance Framework **Discussed**
- 3.2 Bilbray School Performance Plan **Discussed and virtually shared the document with team**
- 3.3 School data website, <https://opportunity180.org>

4.0 Agenda Planning for Next Meeting

- 4.1 Bilbray E.S. Library, tentative date and time: **Discussed, Tuesday, November 17, 2020 at 4:00 pm. Meetings will remain virtual, via Google Meets.**
- 4.2 Next meeting topics to include: **Updates to Strategic Budget and School Performance Plan approval status. Dive in further to team roles, responsibilities, etc.**

5.0 Public Comment Period (two minutes maximum per speaker allotted)