

MINUTES

Bilbray Elementary School Organizational Team Meeting
9370 Brent Lane, Las Vegas 89143 (via Google Meets)
SOT Meeting

Tuesday, October 26 · 4:00 – 5:00pm

Google Meet joining info

Video call link: <https://meet.google.com/ham-bovt-wag>

Or dial: (US) +1 304-769-9175 PIN: 628 229 647#

More phone numbers: <https://tel.meet/ham-bovt-wag?pin=6579447775911>

School Organizational Team Members:

Susan Spilsbury, Member [Present](#)

Marlena Garban, Member [Present](#)

Tineil Bosze, Member [Absent](#)

Melissa Moreno, Member [Present](#)

Terri Rosenthal, Member [Present](#)

vacant, Member

Vanessa Altfas, Principal [Present](#)

Heidi Olive, Asst. Principal [Absent](#)

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 [Discussed all below items](#)

2.1 Training Materials and Information available at <https://sites.google.com/nv.ccsd.net/reorg>

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.

2.3 TEAM NORMS. Discussion on norms that the Team will establish to guide behavior of members and the public.

2.4 MEETING PROCEDURES. Discussion of procedures that the Team will follow during meetings.

- 2.5 MINUTES. Discussion and possible action on the designation of an individual to be responsible for taking minutes during School Organizational Team meetings. [Admin will take.](#)
- 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. [Ms. Rosenthal volunteered to serve as chair](#)
- 2.10 SELECTION OF VICE CHAIR. Discussion and action on selection of the School Organizational Team Vice Chair.

3.0 District and School Data

- 3.1 Nevada School Performance Framework [Discussed - extended deadline](#)
- 3.2 Bilbray School Performance Plan (CIP) [Discussed - will share draft at next meeting](#)

4.0 Agenda Planning for Next Meeting

- 4.1 Bilbray E.S. tentative date and time: [November 9th at 4:00 Hybrid Meeting Model](#)
- 4.2 Next meeting topics to include: [School CIP, staffing updates, if any](#)

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

[No public attendees](#)