

**JOHN C. VANDERBURG ELEMENTARY  
SCHOOL ORGANIZATIONAL TEAM  
3:45 p.m. General Meeting ~ Held Virtually**

**November 10, 2022 ~ Minutes**

SOT members present: Administration – Rikki Wiggs, Assistant Principal; Faculty Representatives – Brandy Vernaci (T) and Laurie Barkemeyer (T); and Parent Representatives – Courtney Coughenour, Anterio Kittrell, and Mollie Schneider-Halverson.

The School Organizational Team meeting was called to order at 3:50 p.m. The agenda for this meeting was posted publicly on the school's website at Vanderburg.es.com.

The School Organization Team may take items on this 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. Agenda was followed as presented.

Speakers wishing to speak during the public comment period for this meeting may call Andrea Lucas @ 702-799-0540 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 also submit additional comments in writing.

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

1.0 **Welcome & Roll Call** ~ Kiah Rivera is our new support staff member, but is home sick today.

**2.0 Old Items:**

2.1 General Meeting minutes for October 26, 2022, were reviewed and a motion to approve was made by Courtney Coughenour and seconded by Rikki Wiggs. Minutes were approved.

2.2 Spanish Curriculum ~ Rikki reached out to the district and teaching a second language is a site-based decision. There is no curriculum available through CCSD, per Shannon Le Neve – Director of Humanities. The school would have to purchase the curriculum. The challenge is a lack of minutes during a school day to incorporate instruction. Parent suggested an enrichment class after school. In the past, teachers volunteered to teach classes after school. Students signed up for and paid for enrichment classes. Rikki will talk to Ronda about a possible enrichment class for teaching language, however, a teacher would need to volunteer to teach the class.

2.3 The School Performance Plan has not been approved yet. Once it is approved, it will be shared with us.

**3.0 New Items:**

3.1 Functions of SOT ~ A flow chart was shared with functions and responsibilities of SOT (link in agenda). When do we look at budgets? Does that happen every meeting? The previous SOT approved the budget for the 2022-2023 school year last spring and then approved the updated budget in the fall (after count day). This committee will work with the budget for the 2023-2024 school year in the spring.

3.2 Biosphere Update ~ Field trips are not occurring at this time, but the school wants to start doing them again. A Biosphere Committee has been formed. Before field trips can start again, things need to be completed. For example, getting rid of the rodents. The birds who live in the Biosphere (Polly and Angel) are being given to an aviary sanctuary due to a lack of interaction with people. The air quality has been tested by a professional company and is good. Another company is coming in to give the biosphere a deep clean. The committee is working on curriculum for field trips and on getting docents (JCV students) chosen and trained to lead field trips. The current priority is to get the biosphere cleaned up so each class at JCV can do a field trip this school year. Will the new curriculum incorporate updated topics? For example, recycling, climate change, and updated rainforest topics. Yes, the committee has discussed that.

**4.0 General Discussion:**

4.1 Agenda Planning: Follow up on enrichment classes. Student Performance Plan.

**5.0 Information:**

5.1 Next Meeting, Thursday, December 15<sup>th</sup> at 3:45 p.m.

**Adjournment**

Meeting was adjourned at 4:15 p.m.

Minutes respectfully submitted by,  
Laurie Barkemeyer  
Recording Secretary