

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

**October 26, 2022 ~ Minutes**

SOT members present: Administration –Rikki Wiggs, Assistant Principal; Faculty Representatives – Laurie Barkemeyer (T), Brandy Vernaci (T); and Parent Representatives – Courtney Coughenour and Anterio Kittrell. (The support staff elections close today and the support staff member should be at the next meeting. Mollie Schneider-Halvorsen is also a parent representative for 2022 – 2023.)

The School Organizational Team meeting was called to order at 3:45 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**

**2.0 New Items**

- 2.1 FUNCTION OF THE SCHOOL ORGANIZATIONAL TEAM. Comments from the assistant principal explaining the function of the School Organizational Team and scope of the Team’s advisory authority.
- 2.2 SELECTION OF CHAIR. Discussion and action on selection of the School Organizational Team Chair. *Brandy Vernaci will be the SOT chair for 2022 – 2023.*
- 2.3 SELECTION OF VICE CHAIR. Discussion and action on selection of the School Organizational Team Vice Chair. *Courtney Coughenour will be the vice chair for 2022 – 2023.*
- 2.4 COMMUNITY MEMBERS. Discussion and possible action on the inclusion of one or more community members on the School Organizational Team.
- 2.5 MINUTES. Discussion and possible action on the designation of an individual to be responsible for taking minutes during School Organizational Team meetings. *Laurie Barkemeyer will record the minutes for 2022 – 2023.*
- 2.6 AGENDAS. Discussion and possible action on assigning responsibility for creating agendas for School Organizational Team meetings.
- 2.7 MEETING ANNOUNCEMENTS. Discussion and possible action on assigning responsibility for posting meeting announcements and agendas on the school website.

**3.0 General Discussion**

- 3.1 TEAM NORMS. Discussion on norms that the Team will establish to guide behavior of members and the public.
- 3.2 MEETING PROCEDURES. Discussion of procedures that the Team will follow during meetings.
- 3.3 AGENDA PLANNING. Items for Future Agendas
- 3.4 FUTURE MEETINGS. Discussion and possible action regarding the dates and times of future meetings.

**4.0 Questions**

- 4.1 How is the School Performance Plan created? The SPP will be created from testing data and will be discussed at the November meeting.
- 4.2 Are foreign languages taught in elementary schools here? This is not a standard with Clark County School District and not taught in elementary schools. Foreign languages are taught in middle schools and high schools.
- 4.3 Can we include a foreign language since we are autonomous now? We have a structured schedule we need to follow with specified minutes for each curriculum area.

**5.0 Information**

- 5.1 Next Meeting: November 10<sup>th</sup> at 3:45 p.m.

**Adjournment**

Meeting adjourned at 4:20 p.m.

Minutes respectfully submitted by,  
Laurie Barkemeyer  
Recording Secretary