

MINUTES
Mannion Middle School
School Organizational Team Meeting
Mannion Library
October 13, 2022
4:00 PM

2022-2023 School Organizational Team Members:

Kelle Bullard, Support Professional Representative
Amy Frost, Parent Representative
Hally Herndon, Parent Representative
Kristen Holzhaus, Teacher Representative
Susana Ika, Parent Representative
Brandy Moon, Support Professional Representative
Michelle Oblad, Teacher Representative
Samantha Philips, Parent Representative
Kelly Smith, Teacher Representative
Liza Soares, Teacher Representative
Tim Stephens, Parent Representative
Brooke Watson, Parent Representative
Madison Morris, Student Representative
Todd Petersen, Principal

This meeting agenda is posted publicly on the school website at:

<https://mannionmiddleschool.com/school-organizational-team/>

The School Organizational Team may take items on the 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.

Speakers wishing to speak during the public comment period for this meeting may call Sandy Wilson, (702) 799-3020 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 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 that are disruptive will be asked to leave the meeting.

Start time: 4:00 p.m.

Present

Kelle Bullard, Support Professional Representative
Kristen Holzhaus, Teacher Representative
Brandy Moon, Support Professional Representative
Michelle Oblad, Teacher Representative
Samantha Philips, Parent Representative
Kelly Smith, Teacher Representative
Tim Stephens, Parent Representative
Brooke Watson, Parent Representative
Susana Ika, Parent Representative
Todd Petersen, Principal

Absent

Amy Frost, Parent Representative
Liza Soares, Teacher Representative
Madison Morris, Student Representative
Hally Herndon, Parent Representative

I. Welcome & Roll Call - Todd Petersen

- a. Introductions of 22-23 SOT Members:
 - i. Principal-Todd Petersen
 - ii. Teachers-Kristen Holzhaus, Michelle Oblad, Kelly Smith, Liza Soares
 - iii. Support Professionals-Kelle Bullard, Brandy Moon
 - iv. Parents-Hally Herndon, Susana Ika, Samantha Philips, Tim Stephens, Brooke Watson, Amy Frost
 - v. Student Representative-Madison Morris

II. Approval of Minutes: [September 13, 2022](#)

- a. SOT Comments
- b. Public Comments
- c. Vote [Motion to approve: Michelle Oblad](#)
[Seconded: Brooke Watson](#)
[Vote: Unanimous](#)

III. New Items:

- a. Function of the School Organizational Team:
 - i. Comments & discussion explaining the function of the SOT and scope of team's advisory authority
 - Responsible for providing assistance and guidance to the principal regarding the development of the School Plan of Operation; Providing continued assistance and advice to the principal in carrying out the School Plan of Operation; Assisting in the discussion of any additional authority to be transferred to the school to carry out responsibilities.

Assisting with the selection of the next principal when a principal vacancy occurs.

- SOT does not meet in June or July
- 2 functions: school performance plan (use data to prioritize needs and plans) and strategic budget (identify funds available; analyze data for needs; align budget to meet school needs)

- Comments & discussion outlining voting process & procedures-when a vote is necessary, someone will make an initial motion, this motion will be seconded. Once seconded, a vote will be taken.
- Comments & discussion of norms to guide behaviors of members and public-Follow norms of respect and common courtesy; start and end on time
- Comments & discussion regarding SOT attendance policy-participate in discussion staying on the agenda items. Attendance policy-on the 4th absence in a row, you will be dismissed from the committee.

b. Selection of SOT Chairperson, Vice Chairperson, Minute Keeper

i. Responsibilities

- The chairperson will run the meeting and keep the meeting following the agenda.
- The vice chairperson will take over as chairperson when the chairperson is absent.
- Minute Keeper will take notes during the meeting and keep documentation of the votes.

ii. Self Nominations

1. SOT Comments

2. Vote

Motion for Kristen Holzhaue as chairperson:

Seconded: Michelle Oblad

Vote: Unanimous

Motion for Amy Frost as vice chairperson:

Seconded: Susana Ika

Vote: Unanimous

Motion for Michelle Oblad as Minute Keeper: Brooke Watson

Seconded: Kelly Smith

Vote: Unanimous

c. Invitation to Community Member

i. Responsibilities

1. SOT Comments

2. Vote

Motion to not invite a community: Brooke Watson

Seconded: Brandy Moon

Vote: Unanimous

- ii. If approved, discuss process to nominate & approve ~~Not approved—discussion unnecessary~~

IV. Next Meeting(s): Determined by 2022-2023 SOT

- a. Results of [Doodle Survey](#) emailed to you by Mr. Petersen to identify available times for November & December, 2022

- i. SOT Comments

November 3, 2022 3:30-4:30 was most voted on in Doodle

December 8, 2022: 4:00-5:00 was most voted on in Doodle

- ii. Public Comments

- iii. Vote

Motion for November 3, 2022 at 3:30-4:30: Kristen Holzhaue

Seconded: Brandy Moon

Vote: Unanimous

Motion for December 8, 2022 4:00-5:00: Michelle Oblad

Seconded: Kelly Smith

Vote: Unanimous

*******NOTE: Vote for January and February dates in November. Send the Doodle survey out prior to the November meeting!**

V. Additional Public Comment Period

VI. Adjournment

Motion to adjourn: Kelly Smith

Seconded: Brooke Watson

Vote: Unanimous

Adjourned at 4:53