



**AGENDA**  
**School Organizational Team Meeting**  
Heckethorn Elementary School – Multi Purpose Room  
October 24, 2017 @ 5:30 p.m.



**School Organizational Team Members:**

Mike Houle, Principal  
Sharla Humphrey, Member  
Caryn Grady, Member  
Kathryn Hall, Member  
Jayleen Schopmann, Member  
Carlton Kirkpatrick, Member  
Roselle Wilson, Member  
Jeanine Crane, Member  
Lyn Halverson, Member

This meeting agenda is posted publicly on the school website at [heckethornschool.org](http://heckethornschool.org).

The School Organizational Team may take items on the agenda out of order; may combine two or more 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 the front office at 702-799-6690 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 principals and school district staff. Speakers that are disruptive will be asked to leave the meeting.

**1.0 Welcome**

**1.1 Roll Call**

**1.2 Approval of Minutes**

**2.0 New Items**

- 2.1 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.
- 2.2 MEETING PROCEDURES.** Discussion of procedures that the Team will follow during meetings.
- 2.3 SELECTION OF CHAIR.** Discussion and action on selection of the School Organizational Team Chair.
- 2.4 SELECTION OF VICE CHAIR.** Discussion and action on selection of the School Organizational Team Vice Chair.
- 2.5 MINUTES.** Discussion and possible action on the designation of an individual to be responsible for taking minutes during School Organizational Team meetings.
- 2.6 COMMUNITY MEMBERS.** Discussion and possible action on the inclusion of one or more community members on the School Organizational Team.
- 2.7 AGENDAS.** Discussion and possible action on assigning responsibility for creating agendas for School Organizational Team meetings.

**2.8 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 Current Strategic Budget**

**3.3 Current School Performance Plan**

**3.4 Agenda Planning: Items for future agendas**

**4.0 Information**

**4.1 Next Meeting:** Determine date and time for next meeting

**5.0 Public Comment Period – 2 minutes maximum allotted per person**