

# **MEETING MINUTES**

## **SCHOOL ORGANIZATIONAL TEAM**

**05/07/2025**



### **1. Opening the Meeting**

- **Mrs. Burks, Chairperson** *Meeting called to order by Mrs. Burks at 4:05 pm*

### **2. Approval of Meeting Minutes (04-02-25) Previous Meeting Minutes reviewed by Burks**

- **Voting Members Only**
- **Motion by: \_Waite\_\_ Second by: \_Donahue\_\_**

### **3. Business:**

- **Title I Parent and Family Engagement Policy for 2025-2026 (Mrs. Rey)** *Mrs. Rey introduced the Title I Parent and Family Engagement Policy for the 25-26 school year. The Policy is made up of many parts, which she explained each as she went through the Title I Parent and Family Engagement Policy for the 25-26 school year slide presentation. She covered the following areas of information on the policy:*
  - *What is Title I*
  - *What does Title I provide at Brookman Elementary School*
  - *What is ESSA and what does it do for us (Trainings, testing, NV licensure for teachers, etc.)*
  - *Parent Rights*
  - *Parent Responsibilities*
  - *District wide survey results for our school*
  - *What the policy looks like (example shown from Brookman)*
  - *Meetings in the next school year to review the policy**There were no questions at the conclusion of her presentation*
- **Registration for all returning students available on ccsc.net (Mrs. Burks)** *Mrs. Burks explained that registration for the 25-26 school year is underway. If parents have difficulties or need their password, they can go the school office for assistance.*
- **ACT 3 SIP (Dr. Hall)** *Dr. Hall reviewed the Roadmap to Success: SIP process and the previous 2 times this group has completed the status tracker. The three school goals were reviewed and shown in the tracker form. Previous meetings with school leadership team help to form some draft information that was shared on the Now, Next, and Need areas of the tracker. The first goal could not be completed since the MAP Assessment window for testing was still open and staff were completing the assessment with students. The first goal will be reviewed and completed when the SOT meets again in 2 weeks for our June meeting. Goals 2 and 3 data were reviewed and showed that both goals were met. Although the goals were met, the team decided to continue with the goals for another year. Goal 2 will continue because the Brookman staff needs to continue Instructional Rounds and increasing tasks in the classrooms at DOK levels 2 and*

3. For goal 3, students still need continued lessons and support on Social Emotional Learning.

- Review school data
- Complete the Act 3 Status Tracker
- **New Business** *There was no new business*

4. **Statements from the Public** *There were no statements from the public*

- 2 minutes each

5. **Next SOT Meeting**

- Next Meeting May 21, 2025, 4:05 pm online (see school website for link)

6. **Closing the Meeting/Adjourned** *Meeting Adjourned at 4:31 pm*

- Mrs. Burks, Chairperson
- Move to adjourn:\_\_\_\_ Donahue\_\_\_\_ Second by:\_\_\_\_ Santillanes\_\_\_\_

7. **Comments/questions/concerns/ideas...**

NOTES:

Attendance:

SOT Members: \_\_\_\_\_ Public: \_\_\_\_\_

Burks K. Robinson

Donahue Rey

Parkes Bollinger

Santillanes Sawyer

Waite

Hall