

**AGENDA**  
**SCHOOL ORGANIZATIONAL TEAM**

**01/13/2026**



1. **Opening the Meeting** *Mrs. Burks called the meeting to order at 4:05 pm.*
  - **Mrs. Burks, Chairperson**
  
2. **Approval of Meeting Minutes (12-09-25)** *Mrs. Burks reviewed the previous meeting's minutes*
  - **Voting Members Only**
  - **Motion by: Waite Second by: Hall**
  
3. **Business:**
  - **Brookman Budget meeting for 26-27 school year in January/February**
    - **Positions/Curriculum/Technology/Facilities/Input**
    - **As of this meeting, the budget has not been released**
    - **Must have a meeting to vote on the Plan of Operation/Strategic Budget**  
*Mrs. Burks discussed the budget process and what the SOT team would need to review and vote on. Mrs. Tapia asked if the date for that meeting could be changed from a Tuesday to a Wednesday or Monday due to a conflict. Dr. Hall shared that the budget amount for the school was not currently known, but there is a scheduled meeting for principal's tomorrow. The team decided to move up the February meeting to the first week to enable SOT to have one meeting for the month, including the vote on the school budget/Plan of Operation.*
  - **on January 15<sup>th</sup>**
    - **Grading Reform and Regulations**
    - **SBAC Testing for grades 3, 4, and 5**  
*Mrs. Burks shared that the Brookman Parent/Community Meeting would be a time where Mrs. Rey will review the school's grading reform policy and the process for retakes. She also said that the SBAC for students in grades 3-5 would be discussed and families would have a chance to see how the SBAC test is put together*
  - **New Business No New Business**
  
4. **Statements from the Public** *No statements from the public*
  - **2 minutes each**
  
5. **Next SOT Meeting** *Due to Mrs. Tapia's request of a night change, the next meeting will be scheduled for February 4<sup>th</sup> at 4:05 pm.*
  - **Next Meeting February 03, 2026, 4:05 pm online**

**6. Closing the Meeting/Adjourned**

- **Mrs. Burks, Chairperson** *There was a move to adjourn at 4:15 pm. Mrs. Burks adjourned meeting at 4:15 pm.*
- **Move to adjourn by:**   Waite   **Second by:**   Hall

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

NOTES:

Attendance:

*Members:*

*Mrs. Burks  
Mrs. Waite  
Mrs. Tapia  
Dr. Hall*

*Public:*

*Ms. Sawyer  
Ms. Martinez Machuca  
Ms. Bollinger*