



AGENDA

Wayne Tanaka Elementary School
School Organizational Team (SOT) Meeting
Thursday, December 19, 2024
7:30 - 8:00 AM

In-person meeting: Conference Room
Google Meet Link for those unable to attend in-person:
meet.google.com/iei-bbuu-irz

MINUTES

School Organizational Team Members:

Christopher McCarthy - Licensed Staff Member	Nora Foley - Licensed Staff Member
Miranda Prince - Support Staff Member	Bethany Hickey - Parent
Crystal Helle - Parent	Britney Osborne, Parent
Stephanie Busby - Parent	Pamela Catano - Principal
Tori Goldstein - Assistant Principal	

This meeting agenda is posted publicly on the school website at <https://www.tanakaelementary.net/>
The School Organizational Team may take items on the agenda out of order; may combine two or more agenda 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 Leilani de Leon, 702-799-2504 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.

1.0 Welcome - Meeting start time: 7:30 am

1. Roll Call - Present: McCarthy, Prince, Foley, Hickey, Busby, Catano
Absent - Helle, Osborne

2.0 Old Items

2.1 Review of Norms

- Team agreed to follow the same norms as previous year, to include:
- Be respectful of each other's time
- Stay positive and proactive

- Be respectful to each other
 - Be open to discussion(s)
- 2.2 Approval of Minutes from November 21, 2024 SOT Meeting
Prince - Motion, 2nd - Foley

3.0 New Items

3.1 Data Meetings:

- K-4 on Wednesday, December 18
- 5th Grade on Thursday, December 19

3.2 Multicultural Night - Thursday, February 27

Updated members on events, asked parents to reach out and spread the word; looking for families to share their culture with food or dance.

3.3 Home Visits - school staff just make a visit to check on students, leave a note if nobody answers the door. Attendance officer was not available. The visits are to check on those students with numerous unexcused absences.

3.4 Items for Future Agendas

- Budget in January
- 5th Grade Preparation for Middle School
 - McCarthy will reach out to 5th grade team and bring an update to next meeting
- Attendance Rules for 2024-25 SOT
 - CCEA page has many of the documents, need to be reviewed.
 - Team has a general discussion about what attendance should be, how we want it to look, and what to do.
 - McCarthy will reach out to Linda West to get more information.
 - Hickey will look back on the CCEA page for more information.
 - Discussion and vote on attendance policy at the next meeting.

3.0 General Discussion

- 5th Graders went on their first field trip this year.
- Possible look into future field trips, possibly overnight. Need to give advance notice to plan.

4.0 Public Comment Period

5.0 Meeting Adjourned: 7:48 am

5.1 Next Meeting: Thursday, January 23, 2024 7:30 - 8:00 am

Motion to adjourn: Prince, 2nd: Foley