

# Minutes

## Robert L. Forbuss Elementary School School Organizational Team Meeting Tuesday, October 21, 2025 3:30 PM

### School Organizational Team Members:

Carolyn Zirkel, Chair

Brittany Nguyen, Vice Chair

Shirley Cohen-Matthew, Secretary

Brodie Smith, Member

Anthony Herlihy, Member

Roseann Klipper, Member

Christine Vasquez, Principal

Danielle Jordan, Assistant Principal

Alanna Derrick, Member

This meeting agenda is posted publicly on the school website at [Forbuss SOT Agendas and Minutes](#).

The School Organizational Team may take items on the agenda out of order, combine two or more agenda items for consideration, 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 **Roseann Klipper at 702-799-6840** 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 & Roll Call

#### 1.1 Welcome

### 2.0 New Items & Items for Discussion

#### 2.1 Approval of September 16, 2025 SOT minutes - Approved

#### 2.2 New member introductions - each new member introduced themselves

#### 2.3 Election of positions - reviewed Chair, Co-Chair and Secretary roles

2.3a Voted Carolyn Zirkel to Chair, Brittany Nguyen to Vice Chair, and Shirley Cohen-Matthew to Secretary

#### 2.4 Establish SOT Norms

2.4a Meetings start on time, we follow the agenda, and respect each other's opinion

#### 2.5 SOT Purpose, Voting, and Guidelines

2.5a Reviewed the purpose of the SOT

2.5b Reviewed the school goals for the 25-26 school year

2.5c SOT reviews and approves the spring and fall budget

2.5d SOT provides feedback to the principal

#### 2.6 Decided to move meetings from the third Tuesday each month to the third Thursday

### 3.0 Agenda Items for October SOT Meeting

#### 3.1 Agenda Planning: Items for next meeting

**4.0 Information**

**5.0 Public Comment Period (2 minutes maximum allotted)**