

Minutes  
Aggie Roberts Elementary School  
**School Organizational Team Meeting**  
Roberts ES Library  
Tuesday, November 14, 2017  
4:00 p.m. – 5:00 p.m.

This meeting agenda is posted publicly on the school website at  
[www.aggieroberts.com](http://www.aggieroberts.com)

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 the school office 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. A person wishing to speak during the comment period will be allowed (2) minutes to address the School Organizational Team. Speakers may also submit additional comments in writing.*

1.0 Welcome and Roll Call

\*Meeting called to order by Athena Cappelli at 4:02 pm

School Organizational Team Members Present:

**Voting Members Present:**

Maydra Hernandez  
Alexis Kovalovich  
Athena Cappelli  
Anne Kinzer  
Sharon Pope  
Jane Strawn

**Secretary/Note Taker:**

Marissa Rasavong

**Principal:**

Deborah Harbin

## 2.0 Old Items

### 2.1 Calendar Dates for the Year

\*Ms. Harbin reviewed the minutes from the first SOT meeting on 01/24/17, which outline that meetings will be held on Tuesdays from 4:00-5:00 p.m. She stated that in order to maintain consistency as a public meeting, all meetings should be kept on Tuesdays from 4-5 p.m. Additionally, it was reviewed that participation was noted in the 01/24/17 minutes as attending at least 2/3 of all meetings within the school year and at least  $\frac{3}{4}$  of each meeting.

\*The following dates were voted on for the remainder of the school year: 12/12/17, 01/09/18, 02/13/18, 03/13/18, 04/10/18, 05/08/18. All meetings are scheduled for 4:00 p.m.-5:00 p.m. Ms. Kinzer made a motion to accept these dates and times, Ms. Hernandez seconded the motion and all were in favor.

## 3.0 New Items

### 3.1 Discuss/Review Guidelines for Representatives/Volunteers...Reg. 4100

\*Ms. Harbin reviewed legislation and CCSD policy regarding fingerprinting for volunteers and there was some discussion regarding volunteers, field trips, etc. Ms. Harbin stated that there is additional information posted on the school website at [aggieroberts.com](http://aggieroberts.com)

## 4.0 Public Comment Period (2 minutes allotted)

\*There was public comment from Ms. Nancy Axile regarding field trips and requiring parents to have fingerprinting done. Ms. Harbin stated that no parent can be required to attend a field trip and therefore are not required to have the fingerprinting done.

\*Ms. Kinzer made a motion to adjourn the meeting at 4:27 p.m. Ms. Pope seconded the motion and all were in favor.