

**Tom Williams Elementary School
School Organizational Team Minutes
Thursday, August 29, 2023
3:00 PM**

The Tom Williams School Organizational Team meeting was called to order at 3:00 pm, on August 29, 2022. The meeting was held via Google Meet.

1.0 Welcome & Roll Call

1.1 Members in Attendance: Merideth Wallace, Carrie Reasbeck, Claire Lustumbo, Alma Vega

1.2 Members Absent: Betsy Duhl, Eloisa Garcia, Leticia Para

1.1 Approval of Minutes. Minutes were reviewed. Claire Lustumbo motioned to approve and Alma Vega seconded.

2.0 New Items

2.1 SOT Annual Election Information: Voting process for the new SOT team begins in September with flyers to nominate parents sent home.

2.2 CIP/SPP: The team reviewed the data in the CIP/SPP. Continuous Improvement Plans will be continuously reviewed and adjusted throughout the year to increase student achievement over time.

2.3 Budget/Count Day: Budget allowed for us to budget CSR teachers, prep buys, extra duty pay, school “uniforms” for staff and students, instructional aides, SOSAs in lieu of CTTs, site funded projects to increase school safety and beautification, and a Student Success Coordinator. However, due to the teacher shortage, filling the positions has been a difficult process. As of now, we have one second and one 5th grade vacancy. Some classes had to increase class sizes to accommodate the vacancies where long-term substitutes could not be secured.

3.0 Old Items

4.0 General Discussion

4.1 Agenda Planning: Items for future agenda include: Outcome of SOT elections; Budgets; CIP/SPP.

5.0 Information

5.1 Next Meeting: September 28, 2023-

6.0 Public Comment Period (2 mins. per speaker maximum allotted)

No comments from the public were presented today

Leticia Para motioned to adjourn the meeting and Meredith Wallace seconded.