

**Tom Williams Elementary
School Organizational Team Minutes
Thursday, September 28, 2023
3:00 PM**

The Tom Williams School organizational Team meeting was called to order at 3:00 pm, on September 28, 2023, in the School Library.

1.0 Welcome & Roll Call

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

1.2 Members Absent: Leticia Para, Betsy Duhl

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

2.0 New Items

2.1 SOT Annual Election: The results of the licensed and support staff elections are upcoming. Parent Election Results were counted. Erendira Cortes, Daniela Beltran, and Alma Vega were elected for the 23-24 school year.

2.2 Title I Parent Family Engagement Plan input and discussion: Title I Parent Family Engagement Plan was presented to members. Discussion of the components of the plan were discussed and approved by the team.

2.3 Strategic and Title I Budget input and discussion: Strategic Budget and Title I budgets were presented with rationale for purchases. Purchases include: Communities in Schools, Instructional Assistants, Subs on Special assignment (SOSA), Certified Temporary Tutors (CTT), CSR classroom teachers, and Student Success Coordinators. The SOSAs and CTTs will be used to reduce class sizes during the school-wide intervention block. The instructional aides will support grade levels as needed. Additional funds were set aside for professional development subs and prep but-outs.

3.0 Old Items

3.1 CIP/SPP: The CIP and SPP were reviewed. The SOT was provided an opportunity to add input.

4.0 General Discussion

4.1 Agenda Planning: Items for future agendas: New SOT team

5.0 Information

5.1 Next Meeting: TBD October 2023

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

Claire Lustumbo motioned to adjourn the meeting and Alma Vega seconded.