

**Tom Williams Elementary School
School Organizational Team Minutes
October 21, 2020
3:00 PM**

The Tom Williams School Organizational Team meeting was called to order at 3:02 pm, on October 21, 2020. The meeting was held via Google Meet.

1.0 Welcome & Roll Call

- 1.1 Approval of Minutes. Discussion and possible action on approval of previous meeting minutes.; Motion: Magdaline Teeters, Second: Merideth Wallace

2.0 New Items

- 2.1 Function of the School Organizational Team- Admin discussed the duties and main functions of the school organizational team (SOT). (Assistance and advice with the Plan of Operation development and carrying out the plan; SOT has input, but administration and district have final authority on decisions)
- 2.2 Selection of Chair : Eloisa Garcia; Parent
- 2.3 Selection of Vice Chair: Merideth Wallace; Licensed Staff
- 2.4 Minutes: Lindsey Casey; Licensed Staff
- 2.5 Agendas: Carrie Reasbeck; Principal
- 2.6 Meeting Announcements; Carrie Reasbeck; Principal
- 2.7 School Performance Plan Overview- Admin discussed the SPP with the SOT; plan is focused around best instructional practices for teachers, including coaching consultants (Roy Casey, Write Tools, SFA), which will impact student achievement. Due to the spring school closure there are no test scores, so trend data was reviewed to project future student outcome.

3.0 Old Items

- 3.1 Budget/Staffing- No changes in staffing; Vacant library position will go to surplus. If someone chooses our vacant position, we will interview the person to ensure they are a good fit for our school.
- 3.2 CCSD Board Meeting/ Reopening Updates- No changes in distance learning, meeting will be held tomorrow, which will include health department updates and a vote to return is scheduled for Nov. 12. If we go back to hybrid, we will need to survey parents to develop a site specific plan.

4.0 General Discussion

- 4.1 Agenda Planning: Items for future agendas- Staffing; CCSD Board Updates

5.0 Information

- 5.1 Next Meeting: November 18, 2020

6.0 Public Comment Period (2 mins. per speaker maximum allotted)- No public comments

Motion to Adjourn Meeting: Lindsey Casey; Second: Magdaline Teeters

Meeting Adjourned 4:07 pm