

**Tom Williams Elementary School  
School Organizational Team Minutes  
September 18, 2019  
3:00 PM**

The Tom Williams School Organizational Team meeting was called to order at 3:04 pm on September 18, 2019 (Motion: Kelly Martino; Second: Magdaline Teeters). The meeting was held in the Library.

**Members present:** Yvette Edwards, Carrie Reasbeck, Jaymi Clemens, Magdaline Teeters, Kelly Martino

**Members absent:** Maria Gudino

**Approval of the Minutes:**

- Meeting dated August 28, 2019
- Motion: Jaymi Clemens                      Second: Magdaline Teeters    Vote: Unanimous

**New Agenda Items 2.0:**

- **2.1:** SOT Annual Election ballots counted- The team counted all votes for SOT elections; New parent SOT members for the 2019-2020 school year are; Eloisa Garcia; Kelly Martino; Leticia Parra
- **2.2:** Parking lot safety- discussed the new policy of closing the parking lot at 7:00 am -7:45 and 1:45 pm- 2:30. Parents with Handicap Placards will be allowed to enter the parking lot, but will not be able to exit if bus has red stop signs out. Parent volunteer will monitor parking lot. Parent link and fliers will be sent home to explain parking procedures.

**Old Agenda Items 3.0:**

**General Discussion 4.0:**

- **4.1:** Agenda Planning:
  - Fall Family Picnic
  - Fall Festival
  - NLV Movie Night
  - Parent Volunteers for Snack Shack
  - Budget/Staffing

**Information 5.0:**

- **5.1:** Next Meeting will be held September 18, 2019 at 3:00 pm in the TWES Library

**Public Comment Period 6.0:**

- No public comments

**Adjourn:** 3:28 pm

- Motion: Jaymi Clemens                      Second: Magdaline Teeters