

**Tom Williams Elementary School  
School Organizational Team Minutes  
August 30, 2021  
3:00 PM**

The Tom Williams School Organizational Team meeting was called to order at 3:00 pm, on August 30, 2021. The meeting was held via Google Meet.

**1.0 Welcome & Roll Call**

**1.1 Members in Attendance:** Lindsey Casey, Carrie Reasbeck, Sonia Romero, Merideth Wallace

**1.2 Members Absent:** Eloisa Garcia, Leticia Parra, Magdaline Teeters

**1.1 Approval of Minutes.** Minutes were reviewed. Lindsey Casey motioned to approve and Merideth Wallace 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:** School improvement plans will begin developing based on assessment data. Continuous Improvement Plans will be created for the purpose of planning how we will increase student achievement over time. The plan is a cycle to be reviewed continuously.

**2.3 Count Day:** As of now, we have two Kinder, two 3<sup>rd</sup>, one 4<sup>th</sup>, and one 5<sup>th</sup> grade vacancy. Some classes had to increase class sizes to accommodate the vacancies where long-term substitutes could not be secured. Count day is in September, we may have to surplus teachers and/or collapse classes depending on the outcome of count day/budget.

**3.0 Old Items**

**4.0 General Discussion**

**4.1 Agenda Planning:** Items for future agenda include: Outcome of Count day/budget, CCSD/School Board updates, Outcome of SOT elections.

**5.0 Information**

**5.1 Next Meeting:** October 18, 2021

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

No comments from the public were presented today

**Lindsey Casey motioned to adjourn the meeting and Meredith Wallace seconded.**