

**Tom Williams Elementary School
School Organizational Team Minutes
January 15, 2020
3:00 PM**

The Tom Williams School Organizational Team meeting was called to order at 3:01pm, on January 15, 2020. The meeting was held in the Library.

1.0 Members present: Carrie Reasbeck, Jaymi Clemens, Magdaline Teeters, Merideth Wallace, Eloisa Garcia, Leticia Parra

Members absent: Kevin Chamorro; Kelly Martino

1.1 Approval of the Minutes:

- Meeting dated December 11, 2019
- Motion: Jaymi Clemens Second: Magdaline Teeters Vote: Unanimous

New Agenda Items 2.0:

- 2.1 Family Nights- Kevin will send out a survey to the staff to see if we can get volunteers to stay on February 28. If there is enough staff we will have to have a committee to coordinate the event.
- 2.2 Budget- New budget was released on Jan. 15 with new budget tool. Admin will be attending Open Lab sessions in the upcoming week.

Old Agenda Items 3.0:

- 3.1 Pennies for Patients Fund Raiser- No update
- 3.2 Changes in Staffing- Both new 4th grade teachers started; Still have two vacancies in Kinder, but have two committed long-term subs; Coach Roger moved into CTT position
- 3.3 Spirit Day Updates- Eloisa will work with D. and M. Brown to set up spirit days (at least one per month). Some ideas are: NFL Day, Valentine's Day, St. Patrick's Day
- 3.4 Reading Week- Kevin will get staff survey for Parent Involvement Night, Spirit Week Dress Ideas, committee needs to plan weekly activities, Spread the Word NV may have volunteers available to read to classes

General Discussion 4.0:

- 4.1 Agenda Planning: Items for future agendas- Budget and SPP

Information 5.0:

- 5.1: Next Meeting: February 5th at 3:00 pm in the TWES Library

Public Comment Period 6.0:

- No public comments

Adjourn: 3:33 pm

- Motion: Magdaline Teeters Second: Eloisa Garcia