

**Tom Williams Elementary
School Organizational Team Minutes
Wednesday, November 17, 2021
3:00 PM**

The Tom Williams School organizational Team meeting was called to order at 3:00 pm, on October 20, 2021, in the School Library.

1.0 Welcome & Roll Call

- 1.1 Members in Attendance:** Nancy Cauly, Leticia Para, Annarella Quesada, Sonia Romero, Meredith Wallace, Carrie Reasbeck, Melissa Golino
- 1.2 Members Absent:** Vacant Support Staff
- 1.3 Approval of Minutes.** Minutes were reviewed. Merideth Wallace motioned to approve and Nancy Cauly seconded the motion.

2.0 New Items

- 2.1 Assistant Principal:** New assistant principal, Melissa Golino, was introduced to team.
- 2.2 Christmas luncheon for staff:** Admin wants to use funds (\$1000) to purchase staff luncheon the Friday before winter break. SOT parents volunteered to help set up/decorate the lounge for the luncheon.
- 2.3 AR:** Nancy Cauly, school librarian, presented on Accelerated Reader (AR). Gave updates on student incentives for reading.
- 2.4 Color Copies for staff:** All classrooms have a black and white color copy machine. If they want color copies of something specific, they will request to administration. Admin will generally approve all requests, but decide if it is more cost effective to print in school or through the district graphics department. Learning strategists have a color printer in their office for printing as well.

3.0 General Discussion and/or Old Items

- 3.1 Phonics for Reading:** Phonics for Reading (iReady supplement) was purchased for Tier 2 and Tier 3 instruction. CTT's and classroom teachers will use for intervention and RTI.
- 3.3 Agenda Planning:** MAP Data; iReady Data; Book Fair results

4.0 General Discussion

- 4.1 Agenda Planning: Items for future agendas:** AR Update, Phonics Update, Assistant Principal Search, Color Copies for teachers

5.0 Information

- 5.1 Next Meeting:** November 17, 2021

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

Merideth Wallace motioned to adjourn the meeting and Nancy Cauly seconded.