

**Tom Williams Elementary School
School Organizational Team Minutes
August 29, 2021
3:00 PM**

The Tom Williams School Organizational Team meeting was called to order at 3:00 pm, on August 29, 2022. The meeting was held via Google Meet.

1.0 Welcome & Roll Call

1.1 Members in Attendance: Leticia Parra, Sonia Romero, Merideth Wallace, Carrie Reasbeck, Melissa Golino

1.2 Members Absent: Annarella Quesada

1.1 Approval of Minutes. Minutes were reviewed. Merideth Wallace motioned to approve and Leticia Parra 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. Leticia will work on talking to parents in the community to fill the vacant positions due to Annarella and Sonia's children moving on to middle school. She expressed interest in continuing to run for the election as well.

2.2 CIP/SPP: The team reviewed the information in the CIP/SPP. Continuous Improvement Plans will be created for the purpose of planning how we will increase student achievement over time. The plan is a cycle that is continuously reviewed and adjusted as needed.

2.3 Budget/Count Day: Budget allowed for us to budget CSR teachers and second AP. However, due to the teacher shortage, filling the positions has been a difficult process. As of now, we have one Kinder, one 2nd, one 3rd, one 4th, and one 2 intermediate autism vacancies. 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 collapse a 4th grade class 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 SOT elections; Budgets; CIP/SPP.

5.0 Information

5.1 Next Meeting: October 20, 2022

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

No comments from the public were presented today

Leticia Para motioned to adjourn the meeting and Meredith Wallace seconded.