

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

The Tom Williams School Organizational Team meeting was called to order at 3:00 pm, on February 17, 2021. The meeting was held via Google Meet.

1.0 Welcome & Roll Call

1.1 Approval of Minutes. Motion to approve: Lindsey Casey; Second: Meredith Wallace; All team members present: Lindsey Casey, Eloisa Garcia, Leticia Parra, Sonia Parra, Merideth Wallace, Carrie Reasbeck, Jaymi Clemens

2.0 New Items

2.1 5th Grade Promotion Ceremony: 5th grade teachers are exploring options for a virtual ceremony depending on how the rest of the school year goes. They will be coordinating with self-contained programs and families to put together a virtual ceremony. Some ideas are medals for awards; photos of students at home; outdoor photo place for families; students holding class of 2021 signs

3.0 Old Items

- 3.1** NV Reading Week Update: Activities are coming together. Some examples of activities are mystery readers; teacher recordings of read alouds; coordination with Spread the Word Nevada and other community leaders; door and virtual decorating, student posters, spirit week
- 3.2** Reopening Debrief: 3/1 is when Pre-through 3rd are coming back. Staffing plan is complete for that. Administration is doing furniture removal/setting up to accommodate social distancing guidelines; uneven cohort numbers; Staff meeting will be held soon to go over specifics and distribute hybrid handbook guidelines
- 3.3** School Board Updates- New MOA's were voted in regrading support staff remote work forms, administration union, specialists, and FASAs

4.0 General Discussion

4.1 Agenda Planning: Items for future agenda include: Testing, Update on Face-to-Face return

5.0 Information

5.1 Next Meeting: March 17, 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.