

MINUTES
Tom Williams Elementary School Organizational Team Meeting
3000 E. Tonopah Ave.
Wednesday, October 7, 2026
2:25 PM

The Tom Williams School Organizational Team meeting was called to order at 2:34 PM in the school library.

1.0 Welcome & Roll Call

- 1.1 Members in Attendance:** Sheree Royer, Carrie Reasbeck, Amy Johnson, Amber Kennedy, Erin Watson, Suzanna (Sue) Torres
- 1.2 Members Absent:** Meredith Wallace, Mikal Cox, Evelyn Perez-Mercado
- 1.3 Non-Voting Members in Attendance:** Mary Ann Gavino
- 1.4 Approval of Minutes:** Minutes were reviewed and approved: Sheree Royer, motioned and Amy Johnson seconded.

2.0 New Items

- 2.1 Function of the SOT:** review budget, School Performance Plan of Operation, interviewing potential principals in the event of a leadership change, review upcoming events, fundraisers
- 2.1 Selection of the Chair:** Sue Torres motioned and Erin Watson seconded the vote Sheree Royer as Chair
- 2.1 Selection of Vice-Chair:** Sheree Royer motioned and Sue Torres seconded the vote for Erin Watson as Vice-Chair
- 2.1 Discussion and action on assigning the individual responsible for taking minutes during the meeting:** Erin Watson motioned and Amy Johnson seconded the vote for Amber Kennedy as note-taker

3.0 General Discussion

- 3.1** Discussion on norms that the team will establish to guide behavior of members and the public.
 - We agree to begin and end on time.
 - We commit to being engaged and sharing others' viewpoints.
 - We will listen to each other and not interrupt.
 - We will listen with an open mind.
 - We will be respectful and maintain a positive tone.
 - We will support team decisions.
 - We will be solutions oriented.
 - We agree to make attendance a priority.
- 3.2** Discussion of procedures that the team will follow during meetings.
 - Reviewed procedures
- 3.3** Future Meetings: Wednesdays preferred
- 3.4** School Performance Plan of Operation: Budget and CIP/SPP

- Video Office of the Superintendent (SOT Budget Update)
- No current actions needed at Tom Williams Elementary

4.0 Information

4.1 Next Meeting: TBD November 2026

5.0 Public Comment Period (2 mins. per speaker maximum allotted): None at this time

The Tom Williams School Organizational Team meeting was adjourned at 3:20 PM by Erin Watson, seconded by Sue Torres.