Administrator’s Meeting Agenda

7/28/15

***Student Achievement***

1. Introductions
2. Administrative Purpose
* Support and Service
* Culture and Climate
* Ownership and Accountability
* Authentic Passion for Teaching, Learning, and all things children!
* Attitude of a Leader
1. Classroom Expectations
* Active Engagement (Rigor)
* Maximizing Instructional Time (Effective, Successful Schools)
* Administrative Visibility and Support (Val-Ed, Student Voice, TELL)
* Assurance that students understand what and why (Learning Target)
* Individualized Learning based on need!!! (Data rooms, PLC)
1. Administrative PGP
2. SBDM Focus
3. Needs Assessment
4. Staffing
5. New Teacher Orientation
6. Schedules
* Master Schedule
* Bell Schedule (including 1 and 2 hour delays)
* Extra Duty Schedule
* Extra-Service Positions
* Transportation Schedules/Routes
* Faculty, SBDM, PLC Meeting Times
1. Federal Education Updates
2. PD/Opening Day (Mr. Abell)
3. Learning Walks
4. Learning Plan
5. Evaluation Training
6. Assessment
7. Math Automaticity
8. Program Reviews
9. Principal’s Calendar

***Programs***

1. SCLT (Mr. Abell)
2. ASSIST
3. RTT
4. EILA
5. PD Documentation
6. Hillview/Credit Recovery
7. Book Study
8. ECE Updates (Mr. Russell)
9. Title I Updates (Mr. Vincent)
10. RTI
11. KTIP
12. Teacher Academy
13. Campbellsville University MOA
14. Personnel Updates
* Aesop
* Evaluations
* Recommendation for Employment – MERR Report
* Extra-Service Stipends
* Para-Professionals – Recommendations/Notifications
1. Operations Updates
* School Day – Nutrition Regs
1. Finance Updates
2. Maintenance Updates
* Facility Usage
* Key Control
* Work Orders
1. Technology Updates

***Public Relations***

1. NO SURPRISES!
2. Public Perception Survey
3. TELL Survey Results
4. BOE Training; Responsibility and Ethics
5. Transportation (arrival times a.m.)
6. Policy/Procedure Update
7. Civility
8. New Elementary Status
9. Re-Districting Process
10. Medication Delegation
11. Parent Involvement
12. School Safety
13. Advisory Council
14. Infinite Campus Grades
15. Truancy/Homebound Instruction
16. Weekly Communications; school and district
17. BOE Meetings; expectations and attire
18. Hardship Considerations
19. Dealing with the Media

***Finance***

1. Working Budget
2. Redbook Training
3. Flexible Focus Funds
4. Tax Rates
5. State/Federal Outlook