Administrator’s Meeting Agenda

7/26/16

***Student Achievement***

1. Introductions
2. Administrative Purpose
* Support and Service
* Culture and Climate
* Ownership and Accountability
1. Classroom Expectations
* Active Engagement (Rigor)
* Maximizing Instructional Time (Effective, Successful Schools)
* Administrative Visibility (Val-Ed, Student Voice, TELL)
* Assurance that students understand what and why (Learning Target)
* Individualized Learning (PLC, Data Rooms)
1. Administrative PGP
2. SBDM Focus
3. Staffing
* Allocation
* Current Enrollments
* Placement (Section 7)
1. Needs Assessment
2. Notification of Supervisor during an absence
3. New Teacher Orientation
* Monthly meetings (first year)
* Sophomore Cadre (quarterly meetings)
* MOA with Campbellsville University
1. Policy Updates – 1st Reading
2. Soft-Skill Implementation
3. Federal Education Updates (ESSA)
4. EILA Training Hours
5. Schedules
* Master Schedule
* Bell Schedule (including 1 and 2 hour delays)
* Extra-Duty Schedule
* Extra-Service Positions
* Faculty, SBDM, PLC Meeting Times
* Transportation Schedules
1. Learning Walks
2. District Learning Plan
3. CEP/Evaluation
4. PDA Documentation
5. Math Automaticity
6. Kansas Writing Strategies
7. Program Reviews
8. Assessment Updates
9. SCLT
10. Kindergarten Readiness
11. School-Based Counseling Services
12. RTT
13. ASSIST
14. Opening Day
15. Technology
16. OVEC Participation

***Programs***

1. Personnel – Diana Thomas
2. District Grant Writer – Ashley Byrum
3. Finance – Vicki Goodlett
4. Operations – Mark Thomas
* Bus Routes
* SCMS/SCHS Bus Line-up
* Bus Shuttles
* Field Trips
* Seating Charts
* Meal Prices
* Lunch
* Charges (BOE Policy 07.1)
* Vendors
1. ECE/Pre-School – Todd Russell
* Related Service Staff
* ARC/504 Chairs
* Infinite Campus Changes
* ECE Dept. Chairs
* Restraint and Seclusion
* WHAS Grant
* Pre-School; Program Review
* Autism Training Site
* Early Head Start; Days and Times
* Enrollment
1. RTI/Title I Coordinator – Mary Lynn Martin
* KTIP Updates
* Title I Updates
* New Teacher Academy

***Public Relations***

1. Event Scheduling
2. Professional/Board Meeting Attire
* BOE Meeting Attendance
1. Administrative Absences
2. Extended Days
3. Civility
4. Public Perception Surveys
5. Elementary School Progress
6. TES Facility
7. Constituent Concerns to Central Office (process)
8. Domestic Concerns
9. Hardship Considerations
10. Media
11. Weekly Communication to Stakeholders
12. Infinite Campus Grades
13. Mediation Delegation
14. Hillview/Credit Recovery
15. Facility Use
16. Advisory Council
17. Future Meetings; Months Aligned with Student Spotlight?
18. NO SURPRISES

***Finance***

1. Working Budget
2. Tax Hearing
3. Needs Assessment
4. Section 4 Allocations
5. Section 6 Allocations
6. Section 7 Allocations
7. Extended Service