

Leadership Minutes

January 22, 2013

The following items were discussed at the leadership team meeting:

- 2nd Eight Weeks AR Celebration- The AR Celebration will be held this Friday in the CES lunchroom. Grade level representatives will be sending you the report Mrs. Young pulled for the last eight weeks. Please look over it and if changes are needed, let her know. The theme is a Snowman theme. A movie and snack will be shared. These are the times for Friday morning:
9:00-9:30 First grade
9:35-10:05 Second grade
- SACS: There are 17 days left until the School Report is due. The days set aside for SACS are March 11-13. They will visit our school on March 12.
- Peer Observations: Middle school already has peer observations in place. We will do one this year sometime between now and Spring Break. Peer observations are designed for looking for best practices aimed at improving student achievement. It is not to critique someone. You will be given some form of a checklist to look for things such as EQs or I Can Statements, graphic organizers, activating strategies, collaborative pairs, summarization etc. No names will ever be written down or discussed. Only data will be shared with the goal of improving our school. Next year these observations will be on the calendar. More will be shared during upcoming grade level meetings.
- Give Kids a Smile Initiative- Dr. McCartney and his team will be presenting on February 8th in the cafeteria. Homeroom teachers will take their classes during the following assigned times:
K - 8:30
1st – 9:00
2nd – 9:30
- Letters of Intent will be coming out on February 11. You will have two weeks to sign and return.
- Building Security: We will have a full time resource officer beginning February 4th. It will be Chris Powell. He will be in the front most of the time and out walking about some. He will even stay during Extended Day. Captain Shaw will be at the elementary school.

- Faculty Meeting tomorrow- Everyone on staff needs to be there at this meeting. We will be discussing safety issues. Please bring your yellow crisis management flip book (teachers).
The outside doors are soon going to be locked. Five or six sets of keys will be shared among teachers at each grade level. (For example two teachers who share recess duty.) Every door in the building will be locked except the front door. A buzzer will sound at the door between Mr. Folsom's office and the front receptionist area. Karen will buzz people into the building. Do not let parents come in through your emergency room windows. Everyone has to go through the front office- No exceptions.
- Calendar for next year- The new calendar is on the website. Please note that Christmas holidays for students goes through Jan. 3 and not the 6th. Your leadership team has a copy of the calendar to share with you. It does not show any furlough days. If we have to have them, the calendar will be adjusted as needed.
- Bathrooms- Please be aware that custodians often clean the students' bathrooms while you are at Specials. Please make sure you take your kids before Specials times. We have male custodians who sometimes have to take care of the girls' bathrooms and the opposite also holds true.
- Student referrals- We've done an excellent job of keeping the number of referrals down. The administrators do want to remind you that if you have to refer a student, be clear, specific, and careful in word choice because these copies do go home to parents. Also do not include the names of other students if more than one child is involved. If you need to give background, you can always send a different note or call the office.
- There will be no more Tech Tuesdays, however, please see Laural for any needs you might have. She is always willing to help you out.