



2/28/17 Staff Meeting Agenda

1. Testing is over (almost)!

Auri discussed the next testing dates and make up dates for FSA testing 3/1/17 and 3/2/17

2. Computer Discussion

Tammi explained there is a small budget for new laptops for teachers and testing. It was decided that Mrs. Corrigan would get a computer and we would order a few more Chrome books.

3. Auri-Important dates:

- March 3 No school lunch (Mckee closed)
- March 7 class pictures, PCO meeting (review Cosmic Curriculum), Primary teach your parent ½ day.
- March 15- vision and Hearing screening for K-6, Early release day
- March 17 RAD (Reading all day) Pajama party
- March 20-24 No School for Spring Break
- March 28 and 29 FSA Reading Test (grade 3)
- April 4 PCO meeting
- April 11 Report Cards
- April 14 No School

4. Kate (Team Dynamics)-

1. Discuss Mind Trust- Copies handed to each staff to take and review and bring to the table for additions/corrections. Also discussed including a copy for each staff to sign once finalized.
2. Strategy staff calendar- Developing Calendar presented for discussion.
 - March- Classroom weekly meeting notes templates- discussed a set template/guideline for areas of concerns. ?
 - March –Develop a Language school Culture (Mind Trust)- Will be discussed at the March 7 staff meeting after staff have been able to review the Mind Trust.



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- April-Go overboard developed admin roles/confidentiality policy- Once Board has finalized revision this will be presented to staff.
 - April- Personality tests for understanding strengths/weaknesses
 - May- Review Assistant training (tweak) this may be the opportune time before the end of school to prepare for the 2017-2018 school year.
 - May- After testing it was discussed teachers and assistance observing the dynamics and classroom style of the other classrooms.
 - May- Each class room review student hand book and discipline policies and bring to table to discuss.
 - June- Social time? A time when staff may get to know each other on a personal level.
 - June- Purposed making a calendar for 2017-2018 school year
 - August 2017, Review employee handbook after revision and possibly adding/correcting. It was also suggested that each staff take a section to tweak and present for revision.
5. Questions- A suggestion was made to have a cork board for communication to put in the office for staff.