

School Leadership Team Meeting

11/11/2019

Attendance – F. Iannucci, I. Colon, J. Clark, F. Coward, S. Desanges, J. Grant, T. Jefferson, M. Kane, W. Mir, D. Nicholson, A. Rowe, R. Thomas, M. Vignola

I. Programs & Initiatives

- a. Attendance committee:
 - i. Weekly meetings each Wednesday
 - ii. A tracking system for tardies and absences has been created
 - iii. There are a high number of tardy and/or absent students
 - iv. Attendance referral forms will be distributed
- b. ISS
 - i. ISS duties have been assigned to staff members
 - ii. Program has begun and appears to be successful thus far
- c. Lunch duties
 - i. Staff members have been assigned for lunch duties to assist with student expectations
- d. Extended school
 - i. Saturday Academy will be starting soon
 - ii. Clubs will begin 11/15 or 11/22 as per club
 - iii. Teachers will create and distribute permission slips for students
- e. Field Trips
 - i. Field trip permission slips need approval from Principal and Superintendent before distribution

II. Events:

- a. Event chairpersons will be assigned to assist with the implementation of each event.
- b. Staff should be aware of the upcoming events within the school
- c. The District Spelling Bee date has been changed to April
- d. An updated event calendar is attached below the minutes clarifying roles for events.

III. ASP:

- a. Administrative team presented at the BOE
- b. Discipline was focus within the data
- c. Duties (ISS, Lunch, etc.) have been created to assist with improving data
- d. Attendance and Tardies were discussed
- e. Other obstacles including resignations, class sizes, and scheduling were discussed
- f. Next ASP review will be in February
- g. SLT & Data Team will assist with collecting data and trackers

- h. Consistency needs to be present in regards to the rules and regulations of the school.
 - i. Uniforms are not being implemented. Hoodies should not be allowed
 - ii. SLT should act as leaders within the building to set the culture
 - iii. DOJO message will be sent about uniforms
 - iv. Administration and teachers will look into purchasing sweaters & pants to loan or give out to students in need

IV. Good of the Order

- a. Lincoln Creed will be posted in every classroom
 - i. Students should “own” the words of the creed
 - ii. Slogan and creed will be revisited possibly updated for next school year
 - iii. Student Council can assist with this process
- b. New School Gear & Building Spirit
 - i. Promote pride and spirit between staff and students
 - ii. School spirit t-shirts, jackets, etc.
 - iii. Relatable pictures around the school. Possibly of current staff members and/or students
- c. Marking Period Pep Rallies and Monthly Convocations
 - i. To celebrate student achievement and build community
 - ii. All staff need to participate
- d. Student/Staff recognition
 - i. Students and Staff members of the month