

Name: Joe Fishell
Building: A.E.O.
Date: October 7, 2011

Accomplishments

- Updated information on web calendar and Oblock web page.
- Met with fund-raising committee coordinator to assure AEO is including charitable activities in the school year.
- Interacted with individual students at lunchtime by visiting their tables.
- Greeted students at arrival and exit each day.
- Helped individual at-risk students with one-on-one encouragement, help with organization, and issued challenges to them to perform at top level in the classroom.
- Sent positive e-mails to several teachers to thank them for their hard work and dedication.
- Sent letter to parents outlining Open House procedures and to invite them to attend.
- Solved beginning of the year school bus and transportation issues with transportation director.
- Monitored and reinforced morning supervision duties with staff.
- Reinforced tips for hand washing to students in each lunch period.
- Informed teachers about procedures for referring students to the Student Assistant Program and introduced the PLUS team.
- Made SAP referral forms available online for teachers to use.
- Reinforced with teachers the timely posting of grades in Progress Book (expectation is one week).
- Directed teachers to have a copy of their course of study available for observations and to be able to locate the essential question and objective information in the course of study to assure lessons are standards-based and relate to the curriculum for the class.
- Reminded teachers to take attendance in Progress Book every period so attendance data can be maintained.

Goals

Provide quality, data-based instruction and varied learning opportunities for all students to assure achievement of adequate yearly progress, positive movement toward the target scores of 78% in math and 81% in reading, and movement toward of the Middle States Action Plan goals.

- Met with individual departments to determine interdepartmental PLCs and had informal dialogue with members of PLCs to encourage continuing discourse.
- Directed Data Team coordinator to administer first benchmark and to evaluate data.
- Directed teachers to use the 7:30-7:45 time for PLC meetings as needed.
- Analyzed PLC minutes and gathered from them points to discuss with the members either one-on-one or with the specific group to reinforce their collaborative efforts.
- Complimented teachers for their initiative in forming PLCs to coordinate curriculum decisions that are standards-based and appropriate to drive instruction.

Increase PSSA reading and math tests scores for special education students in order to achieve AYP.

- Met with special education department for update on strategies being used to prepare students for PSSAs.
- Encouraged and supported teachers who are using vocabulary activities for PSSA anchor glossary.
- Introduced low-level, high interest books at lunchtime to encourage all students to increase reading and to take AR tests that will help them achieve the levels in Team Read.
- Ensure a smooth transition for the 8th grade algebra curriculum by working with the algebra teachers and support staff to monitor that the curriculum is moving at an appropriate pace.

Friday, September 30, 2011

Welcome back Dance

Tuesday, October 4, 2011

Principals Meeting

Thursday, October 6, 2011

Open House