

Name: Joe Fishell
Building: A.E.O.
Date: September 9, 2011

Accomplishments

1. Met with teachers on August 29 to review 1st day procedures.
2. Explained new time frame for releasing students into the main hallways in the morning.
3. Met with study hall teachers to review policies and procedures, emphasizing the promotion of reading AR books to promote good study habits, increase comprehension, and create life-long readers.
4. Met with special education department to review new students and assignments.
5. Met with AM duty teachers to explain their responsibilities in the cafeteria and hallways.
6. Met with alternative education teachers to review guidelines for time out, in-school suspension, and alternative education.
7. Reminded teachers to bring their courses of study to their first PLC meeting.
8. Explained the change of lunch detention from the cafeteria to classrooms and procedures for issuing detentions.
9. Hosted a walk through on August 23 for approximately 1100 students, parents, and siblings to ease the transition from summer to school and allow students to locate their lockers and classrooms.

Goals

1. Appointed a PLC Coordinator to collect minutes from PLCs and to schedule and organize special groupings to maximize cross-curricular discourse.
2. Met with individual departments to determine interdepartmental PLCs and had informal dialogue with members of PLCs to encourage continuing discourse.
3. Directed teachers to use the 7:30-7:45 time for PLC meetings as needed.
4. Gathered points from teachers to discuss with the members either one-on-one or with the specific group to reinforce their collaborative efforts.
5. Complimented teachers for their initiative in forming PLCs to coordinate curriculum decisions that are standards-based and appropriate to drive instruction.
6. Updated information on web calendar and Oblock web page.

Wednesday, August 17, 2011

7th grade orientation

Tuesday, August 23, 2011

Oblock Walk Through

Thursday, September 1, 2011

7th grade Handbook review

Friday, September 2, 2011

8th grade Handbook review

Tuesday, September 6, 2011

Principals Meeting