

Administrative Leadership Team Meeting
Wednesday, August 27, 2014 9:30 AM Central

Mokena Elementary School
Mokena Elementary School
11244 Willowcrest Lane
Mokena, IL 60448

I. Welcome

I.A. Celebrations - Professional or Personal

I.B. Review Previous Meeting Minutes

II. Member Items

II.A. Informational Items:

II.A.1. School Supplies from MFD

II.A.2. Information on Websites

II.A.3. Junior High Back to School Fair

II.A.4. PK-K Meet and Greet

II.A.5. Director of Buildings and Grounds

II.A.6. Custodian/Maintenance Staffing

II.A.7. Negotiations Update

II.B. Discussion Items:

II.B.1. Emergency Teaching Period (ETP)

II.B.2. Parent Letters/Connect ED emails

II.B.3. Office Staff

II.B.4. Type to Learn

II.B.5. Food Service

II.B.5.a. Student Lunch

II.B.5.b. Lunch Charges

II.B.6. Benchmarking

II.B.7. Approved Snack List

II.B.8. Phones

II.B.8.a. Transportation to Main Message

II.B.8.b. Teacher Extensions

II.B.9. RISE Team Structure

II.B.9.a. Building Leadership Team

II.B.9.b. Grade Level Team/Departments

II.B.9.c. PBS Universal/Secondary

II.B.9.d. Individual Student Analysis

II.B.10. Negotiations Update

II.C. Action Items:

II.C.1. Action on Some of the Discussed Items

III. Other Items:

IV. Next Meeting “Next meeting will be Wednesday, September 3, 2014 “ 9:30 AM “ 11:30 AM

V. Communication Plan: Minutes - Anna Kirchner. Minutes will be emailed and reviewed at next ALT meeting.