

Administrative Leadership Team Meeting  
Wednesday, September 7, 2016 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. Questions on Previous Meeting Minutes

## II. Member Items

II.A. Condolence Notification

II.B. Administrative Professional Development

II.C. Consistent After School Bus Transportation

II.D. Custodian Staffing

II.E. The ten-minute in-service

II.F. RISE meeting schedule

II.G. Hall Pass Guideline Draft Final Review

II.H. Application for Recognition of Schools

II.I. Benchmarking Responsibilities for Administrators

II.J. Extra-Curricular Duties/Clarification on PD and Team Meeting Responsibilities vs. Coaching

II.K. Transportation Communication

II.L. Potential IT staff restructuring

II.M. FastBridge Update

III. Next Meeting – September 12th - MES - Recorder, Mike, Timekeeper, Raphael

IV. Communication Plan: Minutes will be posted on BoardBook.