

Aimee Garza-Limon, Principal
Administrator Meeting
Sept. 13, 2021
Agenda

Celebrations: WFTF Well Organized. Thank you for participating

TPESS-Domain 1: Strong School Leadership and Planning

- Data Wall**
 - Virtual Data Wall vs Physical Data Wall
 - Department Meetings/Strand Meetings- nonnegotiable DATA TALKS
- SEL Roll out and monitoring
- SPED Desktop Audit
- 504/Dyslexia Audit
- PEIMS Blanks
- Homeschool by campus
- Transportation updates
- Master Schedule/Open FTE
 - PE Moves
 - Need 2 Social Studies/1 Foreign Language/1 Science Recommendation
 - History Classes
- Admin Duties (Org. Chart)
 - Review absence reports. Policy 3 occurrences
 - Supervision- Before during and after school
 - Ensure those on duty are actively monitoring
 - Bus Duty. Be vigilant. Be Visible
 - Check for dress code. Review the dress code
- COVID Protocols
 - <https://resources.finalsite.net/images/v1629911099/bisdus/fdkvhflnnyncvvh0p/FlowChartVerificationofVaccinatedUnvaccinatedStudentsEmployees-082321.pdf>
 - Remote_Conferencing- PEIMS
 - Notification
 - Review email sent by Dr. Saenz, C N I

TPESS-Domain 2: Effective, Well-Supported Teachers

- Tutorials/Saturday OFSD
- Curriculum Guides/Scope and Sequence
 - <https://www.bisd.us/departments/curriculum-instruction-human-resources/curriculum-instruction/district-alignment>
 - ISET Conference Sept. 18

- Update CCMR Wall by Class
- Schoology is the LMS to be used

TPESS- Domain 3: Positive School Culture

- Leave a short note to a teacher, student- Thanking them, caught you doing something good!
- Be visible. Greet kids, faculty and staff.
- Be on time to your duty stations.
- Passing Times: Be visible. Usher students to class. Check on teachers at door

TPESS-Domain 4: High Quality Curriculum

- Student Learning Objective Posted
- CPQ/ELPS/Bell Ringer
 - <https://www.bisd.us/departments/curriculum-instruction-human-resources/curriculum-instruction/district-alignment>
- Check lesson plans on forethought
- Walkthroughs conducted and documented. Give feedback and recommendations.
- 10 Walk throughs a week Non Negotiable
 - AA and Deputy will visit classrooms with AP's for calibration

- Review T-TESS Calendar (dated 7/27/2021)
- Review email sent by Ms. Zarate (8/27/2021)

TPESS-Domain 5: Effective Instruction

- SPED/EB/504 and Dyslexia
 - IEP's/IAP readily available
 - Accommodations are to be afforded to the student

- Check lesson plans on forethought- Give feedback
- Walkthroughs conducted and documented. Give feedback and recommendations.
- Curriculum and Instruction Calendars- review and keep up to date
- PLC meetings- ensure you attend your tested area data meetings.
- Extended Day Schedules/ OFSDP
- Calendar- Dean/ visit classrooms afterschool

Notes:

