

Aimee Garza-Limon, Principal  
**Administrator Meeting**  
Sept. 20, 2021  
Agenda

*Celebrations: Outstanding information on the newsletter! Great Job, Ms. Garcia!*

**TPESS-Domain 1: Strong School Leadership and Planning**

- Data Review**
  - Accountability**
  - Department Meetings/Strand Meetings- nonnegotiable DATA TALKS**
  - Follow up on Data Walls**
- SEL Roll out and monitoring- Look on Newsletter for Topic of the week**
- PEIMS Blanks- Teachers received their attendance verifications. They can sign the sheets as verification**
- Master Schedule/Open FTE**
  - Need 2 Social Studies/1 Foreign Language/1 Science Recommendation**
- 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**
  - Currently 74 either closed contact or Positive**
  - Remind teachers and students to cover both nose and mouth**
  - Extra masks are available.**

## **TPESS-Domain 2: Effective, Well-Supported Teachers**

- TPESS
  - Observation Evidence Sheet by Dimensions
  - Post Conference Areas of Reinforcement and Refinement
- Tutorials/Saturday OFSD
- Curriculum Guides/Scope and Sequence
  - <https://www.bisd.us/departments/curriculum-instruction-human-resources/curriculum-instruction/district-alignment>

## **TPESS- Domain 3: Positive School Culture**

- Be the eyes and ears- Listen to teachers and students**
- During department meeting –start with a celebration or recognition**
- 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**

- Focus- Questioning**
- Walk through advisory**
- Student Learning Objective Posted**
- Check point assessments administered this week. All subject areas tested and non tested areas.**
- CPQ/ELPS/Bell Ringer**
  - <https://www.bisd.us/departments/curriculum-instruction-human-resources/curriculum-instruction/district-alignment>
- 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)**

## **TPESS-Domain 5: Effective Instruction**

- Check with teachers on implementation of IAP and IEP**
- ELlevation Access**
  
- 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**

