

# Guilford Elementary

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## Meeting Minutes

**Meeting Date:** 08/15/2022 - 8:30am

**Title:** Leadership Team Retreat

**Location:**

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### Attendance

**Team Members:**

Cheryl Burr, Wendy Cruess, Shannon Daye, Latishia Hairston, Joy Hesman, Kelly Hoyme, Laurie Johnson, Lamont McMillan, Audrey Meixner, Kierra Overton, Pamela Peppers, Megan Simmons, Kanitra Williams, Victoria Witherspoon

**Guests:** Dawn Frenzel (First Grade Teacher)

**Minutes:** Celebrate recent successes

Review and respond to coaching comments

Approval of last meeting's minutes

Old Business

### Indicators to Assess-Create-Monitor

***Indicators Assessed***

***Objectives Planned For***

***Monitor (updates made)***

### Additional Agenda Items

**Action Taken:**

The following items were discussed at the Leadership Retreat held on Monday, August 15, 2022.

### Agenda Items

- Introductions of Leadership Team Members
- Introductions of New GES Staff Members
- Announce PTA Officers
- Summer Fun!
- SEL Opener

- Create Leadership Norms
- Welcome Back to School
- Celebrations and Accomplishments
- School Theme/Motto for the year (Unleashing the Super Leader in YOU)
- School Data Card – discuss school data
- Reopening School – Student arrival and dismissal
- GCS OneCard – use of cards
- School Safety – discussed Emergency Operation Plan and SafeSchool Videos
- Student Enrollment Projections – discuss student enrollment
- Meeting Schedule – discuss meeting dates for afterschool meetings
- GCS Academic Priorities – discuss GCS non-negotiables and academic priorities
- Curriculum Coaching Days – discuss curriculum coaching days (CKLA, Illustrative Math, & Leader In Me)
- Professional Learning Community Meetings – PLC meeting schedule
- PBIS – Class Dojo – discuss Class Dojo point system and parent communication usage
- PBIS Matrix – discuss school-wide expectations
- Canvas Course Templates and Expectations – discuss canvas expectations
- School Budget Information – discuss school budget and how funds are allotted
- Title I Plan – discuss and review how Title I funds were allocated
- ILT (Instructional Leadership Team)
- Schedules – discuss master schedule
- Handbooks (staff and students)
- Open House / First Day of School Procedures
- Social Media – social media platforms used by the school
- Questions

Next Meeting

Date: 09/06/2022

Time: 2:45pm

Title: Leadership Team Meeting

Location:

Adjourn

2:00pm

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