



Jefferson Primary School
◆ <http://www.pekin.net/pekin108/jeff/>

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LEADERSHIP TEAM

DEBRA BARNARD, SHELLY CORDTS, TODD TENNELL, DEBBIE DAVIS, TIFFANY CASCIA, SUZANNE ADCOCK, JENNIFER MILLER, TIFFANY CASCIA, MARIAN GRAY, SHEILA WATSON, BRENDA GRAFELMAN

RE:

Leadership Team met on Tuesday, February 25 from 4:30 to 6:30. All members were present. Sheila had to leave early. Mary Lange, Camille McCarty and Matt Wilkinson were observers for our external review team. Below is a summary of our meeting.

- We talked about the family room and I encouraged staff to add family pictures to the bulletin board. Shelly received compliments about the appearance of the room.
- I shared with you that our Quality Assurance visits were not “company” but rather more like people stopping by. We want our review team to “see us as we are” not how we wish we were for a performance.
- We talked extensively about the budget. Debbie shared the pieces of the budget and we looked at where we could trim approximately \$5,000.00. The areas we discussed included:
 - Teacher maintenance budgets
 - Laminating film
 - Copy service
 - Professional Development
- We talked about the need for all staff to have input into the budget reductions. Based on our discussion I have prepared a memo to the team detailing the specifics of the reductions to take to staff.
- We talked about the one time math money. I will request an extension from Chuck. We established 3 criteria for the expenditure of the math money:
 - Long term impact
 - Wide impact
 - Promote mathematical thinking
 - Manageable accountability
- With the reduction of the district technology budget the recommendation on the table is to replace 4 rather than 5 computers. We talked about whether the building should purchase the additional computer for the classroom labs. With the building needing to support the Learning Center lab, if we choose to purchase those 16 computers, it would mean planning

for a \$30,000.00 one time expenditure every 4 to 5 years. This discussion should take place in the context of the budget reduction to the school budget.

- ❑ We talked about the limited number of substitutes available for staff development days (2 in the next month and a half). We decided it was important to provide planning for literacy in the near future. In order to accommodate that, those teachers with interns who are ready to take over the classroom and are comfortable will substitute for teachers who will plan. Both the intern and the classroom teacher must feel comfortable with this option.
- ❑ We appointed Debi Grossweiler as our representative to the District Staff Development Committee for the next 3 years.
- ❑ Our next meeting is scheduled for March 26 at 4:30 in the PDSA room.

Jeff