



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, MARIAN GRAY, SHEILA WATSON, BRENDA
GRAFELMAN**

RE: MEETING SUMMARY

Leadership Team met on Thursday, May 29 from 4:30 to 4:30. Below is a summary of our activities.

- We reviewed the budget and team members shared the additional dollars that should be in the budget for goal related purchases. Those additional amounts include \$1,050.00 for supplies, \$2,550.00 for equipment, and \$2,700 for staff development. Four teachers have opted for the 5th computer. The potential expenditure for new computer hardware would have been \$16,000.00. For this budget year we will have an additional 11,300.00 in our budget.
- I shared with you the quality assurance feedback summary report. At retreat this fall we will conduct an activity to bring the document to life in our school and classrooms. Each team member “volunteered to facilitate one of the strands in the fall.”
 - Leadership—Debbie Davis
 - Improvement Planning—Jeff
 - Faculty & Staff Focus—Sheila
 - Process Management—Suzanne and Traci
 - Student and Parent Focus—Tiffany and Brenda
 - Information and Analysis—Marian and Jennifer
- We reviewed the supervision PDSA. It was the consensus of the team that the training table was successful at reducing misbehaviors in the cafeteria and the playground. We will implement the plan from the beginning next year. We will add manners to the list of 9 behaviors we are targeting.
- I shared with you our ISAT results for sub groups from 2000—2003. At this time we are performing better in math than in reading. However, all sub groups except Title 1 and IEP students are meeting or exceeding standards and AYP targets for 2007!
- I asked for your support in sending the message that we must all have a stake in reading and math achievement. Basically everyone needs to focus their efforts on our school improvement goals and plans. All of our programs and services must be aligned to support our efforts at continuous improvement. This will cause some re-thinking of current practices for some programs.

- We discussed membership, specifically a parent representative appointed by the team. Stephanie or Joe Dunn were mentioned as possible candidates.
- We will not meet again until September. Have a great summer.