

Leadership Team Meeting
May 17, 2018
8:30 a.m.
College of the Albemarle

Present: Austin, Campbell, Cartner, Cobb, Cox, Davenport, Drew, English, , Floyd F., Floyd T., Fonville, Fyffe, Hawkins J., Hawkins M., James-Davis, Jones, Lane, Lassiter, Pauley, Pullet, Reid, Sanders, Sawyer, Thompson, Waples, White, Whitehurst, Worrell, Slade

<i>Item</i>	<i>Notes</i>
Good News Report	<p>The following “Good News” was shared:</p> <ul style="list-style-type: none"> • ECPEC is completing the last days of testing. • The District AVID Fundraiser netted \$2700. • The recent audit of the Title I Program went great. • PES was awarded a \$1,000 Maker Space Grant from the Education Foundation. • PWM 5th graders visited the robotics class at NHS. • PWM teachers received two Education Foundation grants. • Three CES teachers were selected for recognition by former students for the Superintendent’s Senior Scholars event.
End of Year Tech Updates	<p>Godfrey was unable to attend due to her child being sick. Information will be sent via email.</p>
HR & Operations Updates	<p>Lassiter shared and reviewed the May “HR Operations and Updates” handout. He highlighted:</p> <ul style="list-style-type: none"> • Dates to Remember • Allotment Process • Evaluation Timeline (will change in 2018-19 due to legislative changes)

	<ul style="list-style-type: none"> • Retirements / Resignations / Filling Positions • Teacher Contracts 2018 & Beyond • Classified Employee Survey (due by June 1) • Employee Orientation / Employee Discount List • Classified Evaluations (due June 1, 2018 -- all classified employees should have an evaluation done). Forms will be revised for 2018-19 and a team will be established to provide input –principals interested in serving on the team should contact him) • Transfer List & Process • Smart Find/Teacher Match • Summer Schedule (4 day week) <p>Lassiter urged principals to follow the established criteria for 1- and 4-year teacher contracts and reminded them if the summative evaluation indicates a teacher was not proficient they are not eligible for a 4-year contract. He stressed the need to have all contracts signed by the teacher.</p>
Pass the Bell	Sawyer & Thompson passed the bell to Dr. Sanders.
Superintendent's Update	Dr. Cartner excused staff and asked principals to remain.
Learning Focused	Dr. Cartner met with principals to discuss Learning Focused.
Adjournment	The meeting adjourned at 11:15 a.m.