

# Hometown Middle School

*Office of the Principal*

## *Faculty Meeting*

### AGENDA

Thursday, October 2, 2014



#### **Review of Progress**

- Classroom Conditions
- Use of Building – Need to fill out form
- Fundraising – Need to fill out form
- Budgeting for 2015-16 – Speak with Supervisors
- Textbooks – Process/Supervisors
- Supply Orders – Please hand in any missing items

#### **Classroom Observations**

- Follow-up procedures
  - Teacher Conference
  - Principal
- Lesson Plans – Identify DI and Grouping lessons in plans
  - Assessments: Please make sure they vary per day....how will you measure understanding of the objective and what is your expectation of understanding.
- Class Pages- Please update...Foreign Language – please keep in English.
- Parent Notification- Phone calls within 24 hours.

#### **Discipline Issues:**

- Teacher is Primary Discipline – Please use referral forms
- Rubber Animal bracelets
- Bookbags in classrooms?????
- Early Morning Passes – Rose
- No Pass List
- Attendance – Update – looking to Improve Attendance/more parent contact

#### **Crisis –**

- Evacuation Procedure Review
- Safe Schools Week – October 13th
- Red Ribbon Week
- Please keep doors locked.

#### **Faculty Meetings –**

- Posted on line for the year....please make appropriate doctor's meetings/personal meetings around these dates.

*Continued on reverse*

**Guidance –**  
Referrals  
Groups  
Lunchtime Schedules

**Learnia Update**  
**Study Island Update**

**Individualized state scores sent home.**

**Club Calendar-**  
Lunch

**American Education Week**  
Activities or events in your departments  
Special Programs

**Walkthroughs**

**Cell Phone Usage**

**No Beverages in Hallways**

**Hats Off to YOU!**

**Hearing from You**