



February 2, 2023
Central Office
10pm-4:00pm

NORMS:

- **Chocolate**
- **Positive and productive**
- **Everyone has a voice**
- **Solution-oriented comments**
- **Respect air time**
- **Be present: minds on and focused on our meeting**

Notes: Everyone
 Time Keeper: Travis

<u>ACTIVITY</u>	<u>NOTES</u>	<u>TIMELINE</u>	<u>WHO'S RESPONSIBLE</u>	<u>NEXT STEPS</u>
Check In	How are things going? What are the needs of your staff? What do you need?	2/2/23	Everyone	
Empower Goals		2/2/23		
Formal Observations	Schedule with staff in February. Observations in March: <ul style="list-style-type: none"> ● Susan - 10 observations (Classroom Facilitators + Title I) ● Elizabeth - 10 (Classroom Facilitators) ● Tammy - Special Ed Observation data in Empower <ul style="list-style-type: none"> ● Pre-conference (review and discuss self-evals) ● Observation ● Post-conference 	2/2/23	Elizabeth Susan	Bring up at staff meeting and begin scheduling dates and pre-conferences.
March MTSS conference	Overman would like to go on Thursday, March 9th and Friday, March 10th. CCA and DA would be in session on Thursday, March 9th. OA learners would be remote. The previously scheduled workshop on Monday, March 13th would move to Friday, March 10th. No learners would be in session on Friday, March 10th. CCA and	2/2/23	Susan Travis Elizabeth	Travis will check dates with the School Board to make calendar change. We will notify families. Elizabeth will take care of registrations.

	<p>DA staff would have a workshop day on site.</p> <p>All learners and staff would be in person on Monday, March 13th.</p>			
Schools Sharing Success	<p>https://www.maine.gov/doe/sharing-success</p> <p>Opportunity for staff to write pieces to get the word out to the community and highlight the good work we are doing.</p> <p>Talk to staff to see who might be interested.</p>	2/2/23	Elizabeth Susan	Elizabeth will connect with Dan.
2/3/23 Remote Day PD	<p>CCA - Working on new center rotations</p> <p>DA - Zoom Meeting from 9am-12pm</p> <p>OA - Zoom Meeting from 9am-12pm</p>	2/2/23	Elizabeth Susan	N/A
Spreadsheet of Staff With Make Up Days due to Snow/No School	<p>Ashlee will make a spreadsheet of staff names and dates of snow days.</p>	2/2/23		Susan and Elizabeth will update with staff attendance.

Next Building Leadership Meeting:
