

M. Ridley K. Jump A. Green S. Williams K. Sanders A. Williams-Tolbert
 S. Stewart A. Helferich (Specialist Vacant) B. Fuller G. Evans A. Vagedes
 M. Zembrodt (PTO) M. Kyrlach (PTO) A. Robertshaw N. Monak C. Walter

ILT Minutes
October 16 , 2018
2:45 PM - 3:45 PM

1. Review of Previous minutes (2 min)

Approval - Kenya and M. Zembrodt

2. PD Days (5 min)

No updates

3. One Plan (5 minutes)

Updates from 6-9

4. More information on copy clicks (5 minutes)

If you send something from computer and you need 12 copies. You type in code number and go to User Box. Then you type in code number and the number of copies needed (ex. 12 copies). Don't let 1 print then put on top and make 12 copies of it. If team members are running out then let Melissa know so she can look into it.

5. Instructional Money (5 minutes)

According to budget 42 people can be given \$190. Orders could be in by middle of February or middle of March. To make sure everything is processed and cleared. Use approved vendor from list that Karen has. Keep a copy of your order.

6. Fire Drill feedback (10 minutes)

Get to nearest exit as quickly and safely as possible. Touching base for a safety device that gets students with disabilities down the stairs of the third floor in case of an emergency. There will be 4 people maybe 5 with walkies.

7. Correlates feedback from teams (10 minutes)

9-12 was at split decision for adding the correlates

Chairpersons are in charge of setting dates for correlate meetings. Dates should have been set previous year. Unsure of who the chairpersons of each correlate are. 20 members signed up for outdoor ED without a single meeting so far. PBIS hasn't met yet. PBIS might have a meeting date set for the future. A group of teachers could come up with exactly which correlate we want to have and bring it back to next ILT meeting. Starting back fresh at Jan 7 when we come back from break.

Setting dates and agendas for meetings. Making BLT a part of ILT where non-BLT members will be dismissed so that meetings are streamlined.

If we add more correlates then we need to make expectations and responsibilities of each correlate and how to be accountable for it. This can go back to teams and come back to ILT.

*Oct. 29 at 1:30 an IPP meeting 15-20 minute meeting

*Some car-line staff have clubs that start before 2:30 so there are less adults for after school duties.

Kids in afterschool clubs MUST stay with teachers until 2:30.

ILT Request Form responses will be found in ILT meeting minutes if it was discussed at the meeting that day.

Next Items for Agendas

One plan

PD Day

Correlates

Request Forms

