

Cabinet Notes

April 13, 2017 - 8:30 a.m. - Room 201-B (or 9:00, following return from SSRF Breakfast)



1. Board Agenda Review

BOARD AGENDA, Monday, April 17 - Knox

BOARD PACKET MATERIALS ARE DUE NO LATER THAN NOON TUESDAY, APRIL 11

		READING	PRESENTER	TIME
P	Proclamation Teacher Appreciation Week May 1-5		Dick	5
P	Entertainment Explosion will present check/WASA			10
	Equity Visioning Report		Dick	15
	2017-2018 Calendar	1&2	Nancy	10
	Budget Update		Jennifer	15

BOARD AGENDA, Monday, May 1 - Knox

BOARD PACKET MATERIALS ARE DUE NO LATER THAN NOON TUESDAY, APRIL 25

		READING	PRESENTER	TIME
	Budget Update		Jennifer	20
	Listening Tour Boundary Results		Dick	30
	Capital Construction Update: CHS Field, Minibuildings		Kurt	15

2nd Board Meeting in May: DII wrap-up and vision planning for upcoming technology initiative; Marc and Team; 30 minutes---See New Section on next Page.

2. E-mail Group Protocol: Who updates each e-mail group? Has this change happened? Who is responsible for each e-mail group? (Could not publish the paraeducator trainings to paraeducators. Next need to send it to OEAPA.)

3. Summer Training Schedule: See link. Can GA on May 9th be just for principals? Anyone want to train bus drivers, secretaries, or food service on anything? Anyone want to train the principals on anything?

https://docs.google.com/a/osd.wednet.edu/document/d/1MdP6HbSLMqihDyWC_75kIh2hZBOWJJnBkvX4kjriOi4/edit?usp=sharing

4. Training Requirements: What training requirements does the law impose and for whom, what content and on what schedule?

<https://docs.google.com/a/osd.wednet.edu/document/d/1mwsJP0V0cbrKNadZ1z4b0hJEK-0fcByxSRLXLB2ACFM/edit?usp=sharing>

Is April 25th a reasonable due date for you and your staff? Is my staff assignment correct (red column)? Are there other requirements that are not listed (and detailed) yet? (Meeting on 18th to discuss requirements.)

5. Budget Request Summary

- a. Levels Requests (under development)
- b. Cabinet (what is reasonable timeline?)

6. 2017-2018 School Year Calendar

7. Department Updates - 30 minutes

- o Communications - Susan
 - i. REMIND

- ii. Website update
 - iii. Ticket response communication
 - iv. Recordings
 - v. Communications: bell times, calendar, Google groups, First class, Schoology, parent classes on how to speak English
- o **Technology - Marc**
 - i. Schoology - communication, implementation
 - ii. Public Wi-fi network
 - iii. Snap and Read - Demo?
 - iv. Accounts/Passwords/Phone Numbers
 - o **SPED and Student Support - Kari**
 - i. Spanish phone
 - ii. Program placement> LS at McLane? Preschool at McLane?
 - o **Human Resources - Scott**
 - i. Common Work Matrix
 - ii. Reeves Principal Process
 - iii. Employee Updates
 - o **Operations - Jennifer**
 - i.
 - o **Superintendent - Dick**
 - i.
 - o **Teaching and Learning - Nancy and Lauri**
 - i.

UPCOMING MEETINGS & EVENTS - 2016-2017

Date	Time	Topic(s)
APRIL 15		Tacoma Rainiers
April 25	11:30-1 pm	Parent Leaders at Knox (Student Stores Nutrition, Class Size/Legislative Update, Bell Time Changes)
May 25	7:00-9:00 am	BGCTC Foundation for the Future - St. Martin's Marcus Pavilion-Frank W, Kari, Nancy, Eileen, Dick, Pam, Susan
May 25	4:30-6 pm	Ice Cream Social CHS/Retirees, Advocates, and OEA Teacher of the Year honored

UPCOMING BOARD MEETINGS - 2016-2017

Date	Time	Topic(s)
May 15	6:30	DII Wrap-up and Implications for Technology Levy Planning (Marc, 30 min)
June 5	6:30	
June 19	6:30	
July 17	6:30	
August 7	6:30	
August 21	6:30	
September 11	6:30	

STUDY SESSIONS - 2016-2017 *(Board Room Scheduled)*

Date	Time	Topic(s)	Notes
MAY 8	6:30	Configuration of New Mini Buildings / Budget	Kurt and Jennifer
MAY 22	6:30	Staff Recognition Awards	OHS Commons

KNOX STAFF UPDATES - 2016-2017 *(Board Room Scheduled)*

Date	Time	Topic(s)	Notes
APR 18	9:00	website update	Susan and team
MAY 16	9:00	Summer Hours, Olympian Design Update from Kurt (Possible Field Trips to Olympian)	
JUN 13	12:00	Year End BBQ & Staff Update	

GRADUATIONS - 2017

Date	Time	Event	Notes
June 8	6:00	Avanti	
June 9	7:00	Transition Program	
June 13	7:00	CHS	
June 14	7:00	OHS	
June 15	6:00	ORLA	
June xx?	5:30	GRuBuation	

