

# Cabinet Agenda

July 14, 2016 - 8:30 am - Room 307



**PRESENT:** Lauri, Dick, Susan, Kari, Scott

**ABSENT:** Jennifer, Marc, Nancy

## 1. Board Agenda Review

### BOARD AGENDA, Monday, July 18 - Knox at 6:30

	READING	PRESENTER	TIME
HR Update new hires		Dick	10
2017-2022 Capital Facilities Plan Update		Jennifer	

### BOARD AGENDA, Monday, August 1 - Knox at 6:30 (Public Hearing on CFP at 6:00)

	READING	PRESENTER	TIME
Opt In on Robo Calls		Susan	10
Board Retreat Review		Dick	
2017-2022 Capital Facilities Plan	2	Jennifer	

## 2. Department Updates - 30 minutes

- Communications - Susan
  - i. Press release Tuesday/leadership assignments
  - ii. Email and RoboCalls July 15 and 28 on credit monitoring reminder
  - iii. Bus routes
  - iv. District summer email to families
  - v. District accomplishments posting/distribution
  - vi. Back-to-school box
  - vii. Spotlight on Success/August 30 back to school issue
  - viii. Staff Blog/resumes email announcements Aug. 10
  - ix. District Organization Chart 2016-17
  - x. Legal update
  - xi. Calendar
  - xii. Bus video/interviews
  - xiii. Volunteer nametags
  - xiv. Listing of employee incentives/HR
  - xv. Opt-in update
  - xvi. Summer improvements/follow up to meeting
- Technology - Marc (absent)
  - i.
- SPED and Student Support - Kari
  - i. Safety space
  - ii. Hiring
  - iii. Preschool
  - iv. Early entrance to Kindergarten
  - v. Roles and responsibilities

- vi. Mentoring for Program specialist and new teachers
- Human Resources - **Scott**
  - i. CERT - 62 have been hired and 24 open positions posted.
  - ii. Transportation/Custodial
  - iii. Premera
  - iv. LOI - 3 did not respond
  - v. Bootcamp Highlights - Recruitment/Selection (PR, Digital Background Checks), Onboarding, Investigations
  - vi. Kickoff
- Operations - **Jennifer (absent)**
  - i.
- Teaching and Learning - **Nancy (absent) and Lauri**
  - i. Updates on ELA wonders training in June
  - ii. Updates on ELA MS curriculum
  - iii. Updates on hiring for Hi Cap and Science kit coordinators
  - iv. webpage plans
  - v. Location of PATS? will it be at ORLA?

#### UPCOMING MEETINGS & EVENTS - 2016-2017

Date	Time	Topic(s)	
JUL 23	8:00	<b>BOARD RETREAT</b>	AWSP
AUG 16-17	8:00	<b>Administrative Retreat at ORLA</b>	August 16 - All GA-morning with Val and HR -focus on dealing with investigations, sexual harassment August 17 - Principals-morning T and L,afternoon-PLC work
AUG 31	8:00	<b>All-Teacher Kickoff at OHS</b>	8-9 Breakfast and Vendor and Benefits Fair for Certs 9 Program for OEA 9:30-11 Benefits Fair for Classified Staff

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

Date	Time	Topic(s)	Notes
<b>SEP 19</b>	5:30-7:00	Joint Meeting w/City Council	@ City Hall
<b>OCT 10</b>			
<b>OCT 31</b>			
<b>NOV 14</b>			
<b>DEC 5</b>			
<b>JAN 30</b>			
<b>FEB 13</b>			
<b>MAR 13</b>	6:00	Joint Meeting Griffin Board	@ Griffin
<b>APR 10</b>			
<b>MAY 8</b>			
<b>MAY 22</b>	6:30	Staff Awards	OHS Commons

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

Date	Time	Topic(s)	Notes
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<b>SEP 9</b>	<b>2:30</b>	<b>ROOT BEER FLOAT KICK-OFF</b>	
<b>OCT 4</b>	<b>9:00</b>		
<b>NOV 8</b>	<b>9:00</b>		
<b>DEC 14</b>	<b>12:00</b>	<b>Holiday Luncheon</b>	
<b>JAN 10</b>	<b>9:00</b>		
<b>FEB 14</b>	<b>9:00</b>		
<b>MAR 14</b>	<b>9:00</b>		
<b>APR 18</b>	<b>9:00</b>		
<b>MAY 16</b>	<b>9:00</b>		
<b>JUN 13</b>	<b>12:00</b>	<b>Year End BBQ &amp; Staff Update</b>	

**GRADUATIONS - 2017**

Date	Time	Event	Notes
<b>June 8</b>	<b>6:00</b>	<b>Avanti</b>	
<b>June 9</b>	<b>7:00</b>	<b>Transition Program</b>	
<b>June 15</b>	<b>6:00</b>	<b>ORLA</b>	
<b>June --</b>	<b>5:30</b>	<b>GRuBuation</b>	
<b>June 14</b>	<b>7:00</b>	<b>OHS</b>	
<b>June 13</b>	<b>7:00</b>	<b>CHS</b>	