Leads Meeting 9/21/26

- WSS Assessments/Observation keeping
    - Jackie – set time for 'training'
    - Extra checklists in office
- Goal Sheet reminders – out by 10/16? **23?**
- Ways to use Brightwheel
    - Note keeping/portfolios State standards – Mandy reach out and see if can add ELOFS or WSS, etc. Can record observation posts – ENSURE STAFF ONLY
    - Events office access only ☹
    - Newsletters getting photos on phone vs computer
- Parent Communication/Child Concerns
    - Documentation (observations AND communication)
        - Please keep track of when communicate with parents/reach out to parents with no response and what discussed – send to office. Email preferrable over BW for ease of finding and confidentiality
- Field Trip Dates
    - White Clay – fun but too late for this year. Will reach out to Fair Hill/Ashland re: in house 'trip' DSWA?
    - Firehouse? – will try to find contact. NPD as well – bring car/uniform/etc
    - Cob Hill 4/23
    - Chicks (3s) 5/17 need to get date to parents ASAP
- Specials update – working to cover PE, Valerie Downey helping with storytime
- Sign in Sheet out (finally downstairs)
- Will be getting schedules early hopefully for open houses, etc this year
- What cover for parent orientation
    - Schedule
        - Everyone do 2 OR
        - 6 – 6:30: 217 MWF, 106 both, 211
        - 6:45 – 7: 217 TR, 12, 215, 216
- How make Leads Mtgs more productive/helpful
- Minutes/reminder-follow up from last month, feedback from upper ages for lower ages, email week before (for topics/reminders?)
    - Age group pow-wows?
- Sensory/Toy refresh
- Room 213
- Fire Drill?
- Anything else?
    - A lot of 4 year olds in diapers this year – diaper policy?
    - Charcuterie for Teacher Appreciation week
    - Halloween Parade PreK 9:30 as usual
    - Resources (don't remember what this was regarding)
    - Board members bringing info back to teachers (and vice versa)
    - Pastor Tonya interested in reading to classes