

Executive Leadership Team  
 Reorganization Meeting  
 May 16, 2017 – 10:30 am

Attendees: Neal Brokman, Daria Devlin, Nora Dolak, Angie Kownacki, Don Orlando, Frank Petrungrar, Brian Polito, Eric Seibert, Teresa Szumigala  
 Absent: Jay Badams, Bea Habursky

<u>Staff</u>	<u>Tasks</u>	<u>Follow-up/Decision</u>
ELT	<ul style="list-style-type: none"> <li>▪ Send Daria questions for a talking point fact sheet.</li> <li>▪ Send Brian any communication issues being experienced when attempting to contact PDE for answers/support; he will follow-up with Pedro Rivera.</li> </ul>	
Don Orlando	<ul style="list-style-type: none"> <li>▪ Provide Daria a list of questions from administrators for inclusion on fact sheet.</li> </ul>	
Daria Devlin	<ul style="list-style-type: none"> <li>▪ Prepare list of talking points for administrators and secretaries.</li> </ul>	
Neal Brokman	<ul style="list-style-type: none"> <li>▪ When acquired, promptly inform Brian the cost of security cameras for Central to expedite purchase.</li> </ul>	

Committee Update

Programming	<ul style="list-style-type: none"> <li>▪ Schedules for 9<sup>th</sup> grade students almost complete with the goal of disseminating to counselors by the end of the week.</li> </ul>
Staffing	<ul style="list-style-type: none"> <li>▪ EEA - 3024 bids with posting down on May 19 at noon, placements to begin immediately; EESSP – current secretaries to remain in schools that aren't closing; nurses – placed; athletics – posting this week for all three seasons; 95 and 1968 – ongoing meetings.</li> </ul>
Safety	<ul style="list-style-type: none"> <li>▪ Blue Coat and Student Handbook meeting scheduled.</li> <li>▪ Security cameras - A partnership with the county is viable; final cost being attained</li> </ul>
Logistics	<ul style="list-style-type: none"> <li>▪ Priority list and identifying room plans for Central is top priority; input from principals and Vern McKissick to be reviewed.</li> <li>▪ Buildings received boxes, tape, and labels for designated May 16 packing day for teachers.</li> </ul>
Communication	<ul style="list-style-type: none"> <li>▪ Placement letters being sent to families this week with a follow-up letter from building principals with open house dates.</li> <li>▪ Communication concerns: process of getting correct information out to staff and community in a timely manner.</li> <li>▪ Fact sheet for administrators and secretaries being developed for unified clarity.</li> <li>▪ Public communication: Q &amp; A video to run on Channel 8 and district Facebook;</li> </ul>
Transportation	<ul style="list-style-type: none"> <li>▪ Staggered school starts still being worked out</li> </ul>
Miscellaneous	<ul style="list-style-type: none"> <li>▪ Ongoing discussion with Vern McKissick regarding room locations with the least possible movement for special education students.</li> <li>▪ Brief committee update for board at Committee of the Whole.</li> </ul>

Meeting adjourned at 11:27am