Eric Knight

Internship 1

Task Area 5

For this portion of the Internship I collected the school board meeting agenda and evaluate the elementary principal’s role in the meeting.

The elementary principal had a variety of tasks to report on for the school board meeting that was held August 10th. As the director of the school lunch program she had to give the financial report for the program. Mrs. Stratton also was responsible for reporting the expected enrollment numbers for preschool, head start and grade k-5. During this meeting she also had to discuss and explain a new curriculum development program. The final responsibility for the elementary principal was to report data from the Dakota Step Test from the previous spring. Along with reporting these things at the meeting our principal was responsible for informing our superintendent on the head start contract.

The elementary principal had a few responsibilities during the school board meeting that was held September 13th. As the director of the school lunch program she had to give the financial report for the program. Mrs. Stratton also was responsible for report the new enrollment numbers for preschool, head start and grade k-5. During this meeting she also had to introduce our new speech teacher. The final responsibility for the elementary principal was to report the events of an upcoming early dismissal for teacher in-service. Along with reporting these things at the meeting our principal was responsible for informing our superintendent on the head start contract.

The elementary principal was responsible for one item during the school board meeting held October 12th. Mrs. Stratton’s only reporting duty was to report on the in-service that would be held in October the day following parent teacher conference.

Our elementary principal was again responsible for a few points of discussion at the November 8th meeting. One area of interest was the school improvement plan and the progress that has been made on this. We had no areas that did not meet the state’s AYP so there were no specific goals for that. She also reported information about parent teacher conferences. Reported was that in the grades preschool through 5th grades we the elementary had all but 5 families not participate in conferences. The final point that was reported was information regarding the Veteran’s Day presentation. The program will be similar to years passed and lunch will be served for all Veterans that are present.

For the school board meeting on December 13th the elementary principal was responsible for discussing two different topics. One topic that was reported is the writing assessment that is given by the state. The fifth graders are assessed in the process and the students write, edit, and present their papers through a website and web based assessor Write to Learn. Because of the process is new the school is not given a grade it is a trial period currently and are just required to complete the tasks. The fourth graders are also taking part in this web based assessor but they are not required to submit their writings to the state. The other topic that was reported was the artist in residency. Mark Zimmerman is going to be in the school for two weeks working on different art topics and skills. He will work with students in grades K-5 and the students out at Rustic Acres.