



- \* Clean up/clarify membership and term limits
- \* What constitutes a "community member"?
- \* "Best Practices" should be more succinct and match the style of the rest of the doc.
- \* Very "jargon-y"
- \* Have this available for people wanting to run for SLT
- \* We suggest one SLT member also be on the PTA to build continuity

#### School Leadership Team (SLT) Feedback Form

Draft SLT Manual

School Name: Oakhurst Elementary

The attached Draft SLT Manual was reviewed and discussed at the SLT meeting held on:  
4-20-15

The following Feedback is provided:

p. 2. Might suggest that a member may be appointed to serve as a liason to/from the PTO.

p. 3. Add'l Duties: Provide input regarding desired qualifications for new hires and possible interview questions. Participate in interviews

p. 4. Add'l Duties: Do we want to say that SLT members are encouraged to attend BOE meetings? or encourage an SLT/BOE liason, or that at least 1 SLT member attend each BOE meeting on a rotating basis?

p. 5. Provide a link to reference where the "System Strategic Plan" and "System Charter" can be found online.

p. 8 ELECTIONS: Section (3) this should apply to Parent members only  
"If the member no longer has a child enrolled in the school"

p. 9 mention training on October in Professional Learning section?

Signatures of SLT Members:

<u>[Signature]</u>	
<u>[Signature]</u>	
<u>[Signature]</u>	
<u>[Signature]</u>	

\*Please return completed feedback form to Dr. Kennedy, Chief Operating Officer April 13, 2015

SLT Best practices: 1st # lowercase "c" for "create".  
2nd # board should be eBoard. Be sure to explain what eBoard is for new members + where it is found online.



## School Leadership Team (SLT) Feedback Form

Topic: Draft SLT Manual

School Name: Westchester Elementary

The attached Draft SLT Manual was reviewed and discussed at the SLT meeting held on:  
March 17, 2015

The following Feedback is provided: \_\_\_\_\_

- really like how the roles of governing bodies ~~where~~  
section breaks down board vs. system charter vs SLT -  
this is really helpful!
- <sup>(example) of</sup> an agenda/minutes from a prior meeting  
would be helpful for new schools and  
current schools. Current schools could  
~~put~~ make sure cohesion is present,  
new schools would understand the  
expectations. The school could be deleted  
on the example if needed, but feel like this  
type of documentation would be valuable.

Signatures of SLT Members:

<u>K. Manning</u>	

\*Please return completed feedback form to Dr. Kennedy, Chief Operating Officer April 13, 2015



Message

Mon, Apr 13, 2015 4:05 PM

From:  Rochelle Lofstrand

To:  **Kiawana Kennedy**

Subject: SLT Manual Feedback

From the Westchester SLT:

- very clear
- there needs to be a clear difference between work sessions and SLT meetings
- under members of SLT, I think they need to specify that additional SLT members must be non-voting
- really like how the roles of governing bodies section breaks down board vs. system charter vs. SLT - this is really helpful!
- An example of agenda/minutes from a prior meeting would be helpful for new schools and even current schools. Current schools could make sure cohesion is present, new schools would understand the expectations. The school could be deleted on the example if needed but feel like this type of documentation would be valuable.

I'll put the documents in the mail to you :)

Rochelle L. Lofstrand, Principal  
Westchester Elementary  
758 Scott Blvd.  
Decatur, GA 30030  
Phone: 404-370-4400  
Fax: 404-370-3844



## School Leadership Team (SLT) Feedback Form

Topic: Draft SLT Manual

School Name: Renfroe Middle School

The attached Draft SLT Manual was reviewed and discussed at the SLT meeting held on:  
April 2015

The following Feedback is provided: - We liked the layout, very readable.  
- Would like to see an example of items that are "not"  
the responsibility of the SLT  
- Like the forms being included; perhaps they can be  
preforated and signed during an info session.  
- Might be good to put in a do's/don'ts for email

Signatures of SLT Members:

<u>[Signature]</u> Principal	<u>Paul Ferrara, Parent</u>
<u>[Signature]</u> teacher	<u>Donald Horace, Parent</u>
<u>[Signature]</u> teacher	<u>Beth Kostka Parent</u>

\*Please return completed feedback form to Dr. Kennedy, Chief Operating Officer April 13, 2015



School Leadership Team (SLT) Feedback Form

Topic: Draft SLT Manual

School Name: Clairemont

The attached Draft SLT Manual was reviewed and discussed at the SLT meeting held on:

4/2

The following Feedback is provided: \_\_\_\_\_

1. Inconsistency in tone — some ~~parts~~ parts sound legal others informal →

What is the actual purpose of this document.

2. Pgs 3-4 "Members of the SLT" —

Who appoints community members Language is unclear.

3. "SLT Duties" — Impact principle is defined twice in manual and definitions are different.

4. "Conflict of Interest" — too brief and needs examples

Signatures of SLT Members:

Erin Gutfreund	
Molly Marrah	
Nicole Kaplan	
Celeste Tibbets	

\*Please return completed feedback form to Dr. Kennedy, Chief Operating Officer April 13, 2015

Nicole Kaplan would be happy to discuss more with you. Her number is 404 441 3223.





Message

Mon, Apr 13, 2015 10:51 AM

From:  Dianna Watson  
Kiawana Kennedy

To:  Kiawana Kennedy

Subject: Fwd(3): Request SLT Feedback on CSD Draft SLT Manual

Attachments:  CSD SLT Handbook.pdf / Adobe Acrobat Document (1.8M)  
 SLT Feedback Form - Manual.pdf / Adobe Acrobat Document (188K)

I've heard from several of my SLT and they are fine with the handbook. I've sent another email. My signature page could be electronic or I'll have a hard copy after our next SLT meeting on April 21. Thanks.

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Dianna Herron-Watson, Ed.S.  
Principal  
Glennwood Elementary  
440 E. Ponce de Leon Avenue  
Decatur, GA 30030

404-370-4435  
[dwatson@csdecatur.net](mailto:dwatson@csdecatur.net)

----- Original Message -----

Message Mar 31, 2015 6:10 PM  
From: Dianna Watson  
Kiawana Kennedy  
To: GL SLT 2014-15  
Cc: Kiawana Kennedy  
Subject: Fwd(2): Request SLT Feedback on CSD Draft SLT Manual  
Attachments: CSD SLT Handbook.pdf Adobe Acrobat Document 1.8M SLT Feedback Form -  
Manual.pdf Adobe Acrobat Document 188K

Don't forget to send your thoughts and corrections for the SLT manual. Hannah will you consolidate our feedback? Our deadline