

The University of Kansas
Educational Leadership and Policy Studies
ELPS 895 Building Leadership Field Experience
Activity Log Summary – Curriculum, Assessment, and Evaluation

Date	Activity and Brief Description	Hours
13 Aug 2021	Delivered PD on Canvas to district participants via zoom	2
22 SEP	MTSS/SPED Planning COmmittee Meeting - 1st meeting - establish purpose and ground rules	1.5
23 Set	Secondary MTSS Meeting	1
22 Oct	MTSS/SPED Planning Committee	1.5
1 Nov	Night School pitch meeting - met with principal to discuss my plan to create a night shool	1
2 Dec	Met with director of teaching and learning to discuss night school proposal - gained her approval	1
11 Jan	MTSS/SPED Planning Committee	1.5
21 Jan	MTSS/SPED Planning Committee	1
24 - Jan to Present	Worked with faculty and students to offer a credit recovery night school program.Duties include recruiting and scheduling faculty and students, completing logs for payroll, creating graduation plans, and communicating with parents 10 hours per week	90
	Total Hours for this Page	100.5