

# e2L & Iraan-Sheffield ISD Standing Meeting

09.23.2020

## General Information

|           |                                                           |
|-----------|-----------------------------------------------------------|
| Project   | <a href="#">Iraan-Sheffield ISD Training and Coaching</a> |
| Attendees | Diana Branch, Ashlee Allen                                |
| Date      | 09.23.20                                                  |

## Need To Knows

| ID | N2K's                                                                                      | Action Plan                                                                                                                                  |
|----|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | Reflections on the Iraan-Sheffield ISD CA Training with Christin on September 17th & 18th. | Things went well! She got a lot out of this training.                                                                                        |
| 2  | Standing meetings.                                                                         | Move to every other week. Let's skip next week (Sept. 30) and then have one the next. Every two weeks, Wednesdays at 8:00 starting Oct. 7th. |

## Management Alert

| ID | Situation Requiring Management Attention | Action Plan | Due Date | Owner | Resource/Notes |
|----|------------------------------------------|-------------|----------|-------|----------------|
| 1  | N/A                                      |             |          |       |                |

## Project Lead Action Items Alert

| ID | Situation Requiring Attention     | Action Plan                                                                                                                                                                                                                                                                                                                                                                        | Due Date                                             | Owner                                       | Resource                      |
|----|-----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------------------------|-------------------------------|
| 1  | Day 3 Training                    | Day 3 Training will be on Friday, Sept. 25, 2020.                                                                                                                                                                                                                                                                                                                                  | 09.25.20                                             | Christin, Ashlee and IC                     |                               |
| 2  | Coaching                          | First Round of Coaching Conversations start Oct. 8 & 9.                                                                                                                                                                                                                                                                                                                            |                                                      | Ashlee & Diana                              |                               |
| 3  | e2L eSuite Partner Webinar Series | <p>Webinar #1 - Navigating eSuite Like a Pro!</p> <p>Our first webinar will help you navigate eSuite like a pro! You'll learn how each of the four apps, eGrove Coach, eSuite reports, ePLC, and eLX, can give you clarity and save you time. You will also discover how to find just the right resource in our collection of over 2,400 resources and online courses in ePLC.</p> | <p>09.29.20</p> <p>TIME:<br/>11:00 AM<br/>CST US</p> | Ashlee and any IC that would like to attend | <a href="#">Register Here</a> |

## Accomplishments During Reporting Period

| ID | Description of Accomplishment   | Planned Completion | Date Completed | Owner                 | Comments                                                    |
|----|---------------------------------|--------------------|----------------|-----------------------|-------------------------------------------------------------|
| 1  | Iraan-Sheffield ISD CA Training | 09.18.20           | 09.18.20       | Instructional Coaches | We hope you enjoyed the training given by Christin Leggett! |

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## Milestone Report for Next 30 Days

| ID | Description of Activity     | Dates     | Status    | Owner        | Comments                                |
|----|-----------------------------|-----------|-----------|--------------|-----------------------------------------|
| 1  | CA Coaching Conversation #1 | 10.8-9.20 | Scheduled | Ashlee Allen | Virtual<br>Christin Leggett - e2L Coach |