I. Safety and Security  
   a. Access cards for doors  
   b. Intruder Drills/Training  
   c. Ancillary Schedule  

II. Instruction  

III. A. Daily Schedule  
     B. Lesson Plan Checklist  
     C. Attendance/Incentives  

IV. Calendar  
     A. February calendar is already full  
     B. Assessments  

V. Grade Level Concerns  

VI. PAC  

Misc. Time Clock