

2022-2023 Jack Jackter Intermediate School Roles and Responsibilities

	Elise Butson Principal	Jennifer Reynolds Assistant Principal
Assignment	<ul style="list-style-type: none"> Budget State and local reports Parent & Community communications School Development Plan Staff Assignments JJIS Team Leaders PTO liaison Point person for PPTs, STARS, and discipline- 1/3 grade 3, grade 5 Custodial/Building Maintenance Field Trips AM Parent drop/PM Busses Drills and Emergency Protocols 	<ul style="list-style-type: none"> Website and Digital Backpack Testing coordination PTO liaison Master Schedule Point person for PPTs, STARS, and discipline- 1/2 grade 3 and grade 4 Building use AM Busses/PM Parent pick up Staff duties and lunch schedules Drills and Emergency Protocols
Evaluation	<ul style="list-style-type: none"> Assistant Principal 1/2 grade 3 teachers Grade 5 classroom and special education Acceleration Specialist Unique special ed cohorts SLP Math department LMC 	<ul style="list-style-type: none"> Para support and evaluation 1/2 grade 3 teachers Grade 4 classroom and special education Essentialists Reading Department
Committee Leadership	<ul style="list-style-type: none"> JJIS SHARE Committee JJIS School Crisis Team JJIS School Leadership Team CPS Professional Growth and Development CPS Student Wellness Committee CPS Safety and Security Committee 	<ul style="list-style-type: none"> JJIS Technology Committee JJIS Veterans Day Ceremony JJIS School Leadership Team JJIS Wellness Committee CPS Digital Conversion Team CPS Health and Safety Committee CPS TEAM Coordinating Committee≠ CPS MLL Committee