ATLANTIC WEST ELEMENTARY SCHOOL

Literacy Leadership Team 2026-2027

Literacy Leadership Team Meeting Agenda

Date Monday, September 14, 2026	**Time 9:00 a.m.**
Location: Ms. Reynolds Office	Facilitator: TaCoya Jean-Baptiste

Meeting Purpose

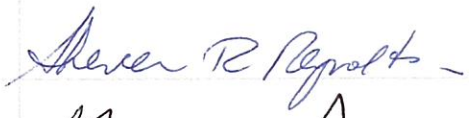
Review current literacy priorities, clarify team responsibilities, and agree on next steps for supporting the 2026-2027 Comprehensive Evidence-Based Reading Plan (CERP).

Agenda

Time	Agenda Item	Discussion Focus
5 min	**Welcome and meeting purpose**	Confirm team members and meeting goals
10 min	**Literacy data and priorities**	Review student strengths, needs, and priority areas
10 min	**CERP responsibilities**	Review team roles, walkthroughs, and implementation expectations
15 min	**Instruction and intervention supports**	Discuss Tier 1, Tier 2, Tier 3,
5 min	**Action items and next steps**	Next meeting date: Monday, Sept. 28, 2026

Literacy Leadership Team Sign-In Sheet

Date Monday, September 14, 2026	**Time 9:00 a.m.**
Location Ms. Reynolds Office	Meeting Literacy Leadership Team

Team Member	Title or Department	Signature
Shereen R. Reynolds	Principal	
Germaine Odom	Assistant Principal	
TaCoya Jean-Baptiste	Literacy Coach	
Karina Khan	Math Coach	
Kristy Hennessey	ESE Specialist	
Kim O'Laughlin	ASD Coach	
Ciera Saintil	Reading Resource	