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ECHS /IHE Leadership Meeting Dates and Agenda Topics

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| Timeframe | Agenda Topics |
| July | * Review Fall courses/sections * Status of Dual Credit Instructors * Course start dates * New cohort enrollment status |
| August | * Review student course registration status * Verification Forms * Final Rosters * Discuss Associate degree status/concerns |
| September | * Updates to fall rosters * Students requesting to drop classes * Census Date/Drop forms * Courses/Sections needed for spring semester |
| October | * Midterm grades and student progress * Student concerns * Drop Forms * New faculty needed for spring if applicable * Spring verification form * Initial spring semester rosters * Identify advising dates for Associate degree students |
| November | * Updated rosters for the spring semester * Spring parent consent forms * Updated TSI scores * Drop forms and final withdraws for fall semester |
| December | * Mini Course enrollment |
| January | * Updated verification form * Discuss and identify spring advising dates for Associate degree students * Final fall semester grade submission |
| Timeframe | Agenda Topics |
| February | * Fall Course Sections * Struggling students * Spring semester drops * Identify Summer Bridge dates * Discuss important spring dates for senior Associate Degree students * Senior Parent Meeting |
| March | * Estimated courses and course sections needed for Fall semester * Midterm grades * Struggling students * Summer Bridge * Discuss status of all 12th grade Associate degree students |
| April | * Summer Bridge * Updated rosters for fall semester * Initial TSI scores for fall semester * Final withdraws for spring semester * Discuss Associate Degree Ceremony * Discuss status of all 12th grade Associate degree students * Graduation Audit of Associate degree students |
| May | * HCC Graduation * Summer Bridge final schedule * Final TSI test scores * Summer Bridge/HCC Application Process * Summer School course needs |
| June | * Summer Bridge progress/update * Status of next cohort enrollment |