



December 2016



SUN	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SAT
	PowerSchool Assessment & Analytics (IA) 18 Week Assessments Elem. & MS Dec. 1-21 Posttest (HS-1 st Sem.) Ends Dec. 16	Mid-Year MAP Assessment Testing Window (PK-8) Ends Dec. 21 Term Graduate/Project Graduation 2nd Opportunity Writing SOL Testing December 1 & 2	Character Word of the Month <i>Courtesy</i>	1 School Board Agenda Planning Mtg. @ 9:00 Calendar Committee Mtg. – SBO Boardroom @ 2:00 NOTE: Payroll due Dec.14 	2 Progress Reports (Regular & IEP) To be distributed Absentee Report due to Payroll Due to B. Clay: Spec. Ed. Asst. Time Sheets Homebound Time Sheets & Travel	3 Conference Night – First Semester conference must be completed prior to Dec. 3
4	5 Employee of the Week Recognition due to K. Clifton (GMS, DRHS, UHES, & BES) 911 Pager Test @ 9:00 Due to J. Hancock: Log of Criminal Incidents Concussion Training Log Concussion Reporting Log Due to T. Wilkerson: Pesticide Application Report Fire Drill Report Lockdown Drill Report Principal's Monthly/Term Report due to T. Finney School Board Disciplinary Committee – 6:00 (closed)	6 PSNA Christmas Party – Mary's Diner @ 6:00 <div style="border: 1px solid black; padding: 5px; text-align: center;"> Family Life: CMS Grades 6-8 Dec. 1-7 TMS Grades 6-8 Dec. 9-20 </div> <div style="border: 1px solid black; padding: 5px; text-align: center; background-color: red; color: white;"> Industry Certification Testing- December </div>	7 Salary Taskforce Meeting – SBO Boardroom @ 10:00 Due to K. Wade by 12:00: Accounts Payable Travel Reimbursement	8 Speech Therapists/OT, PT, Psychs, & Support Services Staff – ECC RM 2 @ 12:30 (A. Cassada)	9 Due to T. Finney: Training Funds Gifted Time Sheets Due to C. Beck: Title I PK Payroll Due to J. Eaton: VPI Time Sheets Due to A. Adams: SOL Remediation PALS Time Sheets Due to T. Sease: ESL Time Sheets Due to M. Miller: Learnfare Report	10
11	12 	13 School Board Meeting 6:30 (closed) 7:00 (open)	14 Due to K. Wade by 12:00: Accounts Payable Travel Reimbursement ALL PAYROLL SUBMISSIONS DUE	15 Principals' Meeting - 8:30 – 9:30 MANDT Training @ SBO Boardroom 9:30 – 4:30	16 All IEP's Unlocked 	17
18	19 <div style="border: 1px solid black; padding: 10px; text-align: center; background-color: red; color: white;"> Fall SOL (Non-Writing) EOC Test Window Ends Dec. 21 </div>	20 Overnight Field Trip & School Board Recognition Forms due to T. Petty Return of Paper Tests to B. Dawson 	21 GOM Application Deadline (w/CS Log) to Guidance School Board Agenda Planning Mtg. – 9:00 Last Day of Marking Period End of 1 st semester Students dismissed at 1:00 Teachers dismissed @ 1:30	22 Holiday for All Personnel and Students	23 Holiday for All Personnel and Students 	24
25	26 Holiday for All Personnel and Students 	27 Holiday for All Personnel and Students	28 Holiday for All Personnel and Students 	29 Holiday for All Personnel and Students	30 Holiday for All Personnel and Students	31