

# January 2017

National Book Month  
National Mentoring Month



SUN MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SAT

**Character Word of the Month**  
*Responsibility*

**PowerSchool Assessment & Analytics (IA)**  
Pretest (HS – 2<sup>nd</sup> Semester)  
January 9-31

**Access for ELLS Testing Window (EL, MS & HS)**  
January 9-Mar. 16

**PALS Mid-Year Assessments Grades PK-K**  
January 9-February 6  
Data due February 10

**2** Holiday for All Personnel & Students

**3** Holiday for All Personnel & Students

**4** Holiday for Teachers & Students

**See Attached TPD Training Events for January 5 & 6**

**5** Teacher Workday – School Not in Session for Students

**Due to J. Hancock:**  
Log of Criminal Incidents  
Concussion Training Log  
Concussion Reporting Log

**Due to T. Finney:**  
Principal's Monthly/Term (Aug.-Dec.)

**Due to T. Wilkerson:**  
Pesticide Application Report  
Fire Drill Report  
Lockdown Drill Report

**Due to B. Clay:**  
Spec. Ed. Asst. Time Sheets  
Homebound Time Sheets & Travel

**Absentee Report** due to Payroll

**Employee of the Week Recognition** due to K. Clifton (GHS, Maintenance, CES, GES)

**School Board Reorganization @ 6:00**  
**Budget Committee Mtg. @ 6:30**

**6** Teacher Workday – School Not In Session for Students

**Let's Play Learn Reading Program – ECC /TC**  
9:00-3:00 (A. Cassada)

**Due to K. Wade:**  
Accounts Payable Cut-off  
Travel Reimbursements

**9** Beginning of 2<sup>nd</sup> Semester  
911 Pager Test @ 9:00  
School Board Disciplinary Committee @ 6:00

**10** School Board Meeting  
6:30 (closed)  
7:00 (open)

**Budget Committee - SBO Boardroom @ 6:00**  
**Grades Entered in PowerTeacher by 5:00**

**11** VSBA Art Participation due to T. Finney  
**Learnfare Report** due to M. Miller by 12:00

**Family Life:**

DRMS	Grades 6-8	Jan. 17-26
SSES	Grades 4 & 5	Jan. 10-13
TSES	Grade 4	Jan. 30-Feb. 2

**12** Principals' Meeting - 8:30 - 9:30  
**MANDT Training** - 9:30 – 4:00  
**PEA @ 4:00**  
**GOM Candidate Listing** due to T. Finney

**13** **Due to T. Finney:**  
Gifted Time Sheets  
Training Funds  
Project Graduation

**Due to A. Adams:**  
SOL Remediation  
PALS Time Sheets

**Due to J. Eaton:**  
VPI Time Sheets

**Due to T. Sease**  
ESL Time Sheets

**Due to C. Beck:**  
Title I PK Payroll

**16** Holiday for All Personnel & Students

Martin Luther King, Jr. Day

**17** Instructional Assistant Principals' Mtg. & Mandt Training- ECC 8:30 – 3:00  
**Grading & Reporting Committee – SBO Boardroom @ 2:00**  
**Early Childhood Education Teachers – ECC/TC @ 8:30 (R. Haymore)**  
**Report Cards distributed**

**18** GOM Candidate Meetings  
GHS 8:45  
CHS 10:15  
DRHS 12:00  
THS 1:45

**Early Childhood Education Teachers – ECC/TC @ 8:30 (R. Haymore)**

**19** Make-up GOM Candidate Meetings  
THS 8:45  
DRHS 10:30  
CHS 12:15  
GHS 1:45

**Spec. Ed. Staff Mtg. (Therapists) – ECC RM 2 @ 9:00 (A. Cassada)**  
**Spec. Ed. Staff Mtg. (Psychs) - ECC RM 2 @ 1:00 (R. Haymore)**  
**Budget Committee – SBO Boardroom @ 6:00**

**20** All Payroll Submissions due to Payroll

**Due to K. Wade:**  
Accounts Payable Cut-off  
Travel Reimbursements

**23**

**24**

**25**

**26** Budget Committee – Public Session – SBO Boardroom @ 6:00

**27** Progress Reports (Regular & IEP)

**30** Teachers' Advisory Council Mtg. @ 2:00 (Virtual)

**31** Citizens' Advisory Council Mtg. @ 1:00  
**Support Staff Meeting – SBO Boardroom @ 10:00**  
**Overnight Field Trip & School Board Recognition Forms** due to T. Petty

Feb. 1

2

3

# Teacher Professional Days –Training Events

## January 5 & 6, 2017

DATE	WORKSHOP/TRAINING	TIME	LOCATION	LEADER
Jan. 5	<b>CORE LIAISON MEETINGS</b>			
	<b>English</b>	1:00 – 2:00 pm	Boardroom	B. Dawson
	<b>Math</b>	1:00 – 2:00 pm	CHS Rm A204	T. Sease
	<b>Science</b>	1:00 – 2:00 pm	STEM – PD ROOM	E. Craig
	<b>Social Studies</b>	1:00 – 2:00 pm	CHS – RM F101	J. Eaton
	<b>CTE</b>	1:00 – 2:00 pm	PCTC	A. Rigney
Jan. 5	<b>SWIS Data Analyst Training</b> <i>(attendees reference schedule from Ms. Scolpini's confirmed e-mail)</i>	Session I – 9 - 11:30 Session II – 12:30-3	ABE @ PCTC – PDL (basement)	R. Haymore C. Scolpini
Jan. 5 - MS	<b>STEM – Vernier Activities and Problem Based Learning</b> <i>for MS Science Teachers</i>	9:00 am – 12 noon	STEM Academy – Lab 1 (or 2)	STEM Instructors
Jan. 6 – ELEM	<b>STEM – Vernier Activities and Problem Based Learning</b> <i>for Grades 4 &amp; 5 Science Teachers</i>	9:00 am – 12 noon	STEM Academy – Lab 1 (or 2)	STEM Instructors
Jan. 5 & 6	<b>Training for Access for ELLs Testing</b> <i>for ESL Instructors</i>	9:00 am – 3:00 pm	SBO Instructional Conf. Rm.	Brenda Dawson
Jan. 6	<b>Mentor Teacher Training</b>	1:00 – 3:00 pm	SBO Boardroom	Dr. Lillian Holland
Jan. 6	<b>CTE - MS FACS Teachers</b>	9:00 am – 1:00 pm	CMS FACS Classroom	A. Rigney
Jan. 6	<b>Sunday Training</b> <i>for ALL PK Teachers (including ECSE)</i>	9:00 am – 3:00 pm	ECC Auditorium	A. Cassada