TEQUESTA TRACE MIDDLE SCHOOL

Pre-Planning

August 15 - 19, 2016 8:00am – 3:30pm

MONDAY, AUGUST 15, 2016

8:00 Welcome Back Breakfast Provided by Faculty Council in the Media Center – Celebrations by Mr. Micensky

8:45 Review the week’s schedule and expectations

Review the Documents – Sign off Acknowledging

Review the items (including but not limited to) that need

Separate acknowledgement – Mr. Gomez will monitor

1:30 Department Head Meeting in Mr. Micensky’s Office

3:30 End of the day – Have a nice evening!

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SPEND THE DAY……..
GETTING YOUR KEYS AND YOUR LAPTOPS

SETTING UP YOUR CLASSROOM

GETTING READY FOR OPEN HOUSE

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TUESDAY, AUGUST 16, 2016

8:00 Report to School – PLEASE REPORT DIRECTLY TO THE MEDIA CENTER

8:15 – 10:50 Professional Development Rotation Schedule

 See reverse side

11:00 – 12:00 LUNCH

12:15 Training from Disrict Talent Development - PLEASE DON’T BE LATE

3:30 End of the Day – Have a nice evening!

WEDNESDAY, AUGUST 17, 2016

8:00 Report to School

8:15 8th Grade Open House

11:15 – 12:15 LUNCH

12:30 Professional Training Rotation – PLEASE DON’T BE LATE

See reverse side

3:30 End of the Day – Have a nice evening!

THURSDAY, AUGUST 18, 2016

8:00 Report to School

8:15 7th Grade Open House

11:15 UNCH

12:30 Department Meetings/PLC/TBA

3:30 End of the Day – Have a nice evening!

\*VALIC representatives will be in the Media Center to answers any questions…

FRIDAY, AUGUST 19, 2016

8:00 Report to School

8:15 6th Grade Open House

12:00 BBQ Lunch – provided by PTA

1:30 1st Day Procedures/EMR Training - MC

3:30 Have an awesome weekend!

Items that require your separate signature of acknowledgement:

HIPAA Confidentiality Agreement Date Rate/Date Violence

Anti-Bullying Universal Precautions/Infectious Disease Control

Sexual Harassment iObservation/Evaluation Orientation

\*Please know that there may be other items. Thank you for your flexibility.