

Staff meeting

11/14/17 @3:15-3:45

3:15 Brief thoughts of the week

3:20 Ms. Tammi info/points

- Clean out frig on Friday
- Prepare rooms for break

3:25 General points

- Calendar Staff Updating Procedure (Kate) - give slip to kate, then she will put it on the calendar
 - Autumn Harvest
 - Bullying Prevention Powerpoint-sign off on Jan 3rd
 - Go over checklists for events
 - Red Ribbon (good, bad, ugly)
 - On lunch list please note last initials for duplicate names (ex.-Ben H. / Ben C.)
 - Burger Camp -tape, & Condiments needed.

3:40 Any other concerns/discussions for next week

Meeting Completed by 3:45 :)

Please note:

- When students are gone Friday-So are well!
- No after care on Friday

- Autumn Harvest - booths from UE at Lunch.
Sound system for Rehearsal

Christmas Party - White Elephant Gift

9:00 Friday Reading from Mid. FL