**2013-2014 Monthly**

**Meeting and Professional Development Schedule**

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|  | **MONDAY** | **TUESDAY** | **WEDNESDAY** | **THURSDAY** | **FRIDAY** |
| **1ST WEEK** | 8:30 Leadership Academy  Grade Level RTI  **Curriculum Coaching Team** | 8:30 Leadership Academy  9:30 – 11:00 Admin.  11:00 – 12:00 Admin/Couns  1:00-4:00 School  Improvement Team | 7:30 Grits  Stellar Day  8:30 Leadership Academy  9:30 SST/RTI3  **Tool Time** | Special Ed. Business  8:30 Leadership Academy  9:30 - BMT  Grade Level Staff Development  2:30 Math Planning with Admin.  Gifted Endorsement | Spirit Day  7:30–8:15 AKS/CQI  Collaborative Planning  8:30 Leadership Academy  2:45-3:30 AKS/CQI  Collaborative Planning |
| **2ND WEEK**  **Grade Level Business Week** | 8:30 Leadership Academy  Mentor/Mentee | 8:30 Leadership Academy  9:30 – 11:00 Admin.  11:00 – 12:00 Admin/Couns  SST/RTI – P.M.  3:15-4:30 Action Teams (Required) | 7:30 Grits  Stellar Day  8:30 Leadership Academy  9:30 SST/RTI3  Grade Level Business Meeting | Special Ed. Business  8:30 Leadership Academy  9:30 - BMT  Grade Level Business Meeting  Gifted Endorsement | Spirit Day  7:30–8:15 AKS/CQI  Collaborative Planning  8:30 Leadership Academy  2:45-3:30 AKS/CQI  Collaborative Planning |
| **3RD WEEK** | 8:30 Leadership Academy  3:15 Special Ed All | 8:30 Leadership Academy  9:30 – 11:00 Admin.  11:00 – 12:00 Admin/Couns  SST/RTI – P.M.  3:15 – 4:30 Curriculum Focus Groups | 7:30 Grits  Stellar Day  8:30 Leadership Academy  9:30 SST/RTI3  Capacity Building Teams | Special Ed. Business  8:30 Leadership Academy  9:30 - BMT  Grade Level Staff Development  Gifted Endorsement | Spirit Day  7:30–8:15 AKS/CQI  Collaborative Planning  8:30 Leadership Academy  2:45-3:30 AKS/CQI  Collaborative Planning |

**Grade levels have daily common planning time and are encouraged to use that time for grade level planning. Three planning times per week are *required* for professional learning and grade level collaborative planning. AKS/CQI planning will be held weekly for 45 minutes at the grade level assigned times on Friday.**

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| **4TH WEEK** | 8:30 Leadership Academy  **12:00-1:30 Office Mtg./Prof. Dev.** | 8:30 Leadership Academy  9:30 – 11:00 Admin.  11:00 – 12:00 Admin/Couns  SST/RTI – P.M.  3:20-4:30 Faculty Mtg. (Required) | 7:30 Grits  Stellar Day  8:30 Leadership Academy  9:30 SST/RTI3  Capacity Building Teams | Special Ed. Business  8:30 Leadership Academy  9:30 - BMT  Grade Level Staff Development  Gifted Endorsement | Spirit Day  7:30–8:15 AKS/CQI  Planning  8:30 Leadership Academy  12:30 Support Team Plan w/Admin  2:45-3:30 AKS/CQI Collaborative Planning |

**PLEASE NOTE: This is only a template for a standard 4 week month. Please refer to**

**the yearly calendar and the Roar for up to date information.**