*Mission: De Anza Academy of Technology and the Arts (DATA) is a high achieving and innovative magnet school where students, community, and staff collaborate in authentic learning experiences. Together, we support an inclusive environment focused on relationships in order to develop skills for a global society.*

D.A.T.A. Pre-Service Staff Meeting

# Wednesday, August 18, 2017

|  |  |
| --- | --- |
| Norms:\* Start/End on time \* Minimal sidebars\* Cell phones on vibrate \* Primary focus on staff development\* Opportunity to get on agenda\* Take emergency calls outside | Objectives:1. To get the year rolling! ☺
 |

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| --- | --- | --- |
| Time: | Content: | Process: |
| 1:00-1:30 | Welcome and Introductions  |  |
| 1:30-2:30 | Logistics Meeting  | 1. Attendance
2. Facilities
3. Behavior
4. Homeroom
5. Counselor Updates
6. Office/Admin Duties
 |
| 2:30-3:00 | Mandated Reporter Training |  |
| 2:55 | First-Week Schedule | Vote on first-week bell schedule |

**Important Dates**: Back to School Night August 30th 6:00 – 8:00p.m.

Library Book Fair August 25th – September 5th in room C-3

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