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| **Time Frame** | **Agenda Item** | **Presenter** |
| 8:30 - 8:35am | Welcome and Overview of Agenda | J. Starr |
| 8:35 - 9:35 am | Technology Updates* Preparing schools for projector installation
* Installation timeline
* SMART software download
* Tech Coordinators
* Technology Q&A
 | J. Starr |
| 9:35 – 9:55 am | Math Update* Instructional materials distribution and logistics
* District assessment plan
 | Anna Taggart |
| 9:55 – 10:05 | Break |
| 10:05 – 10:20 am | Literacy Updates* District assessment plan
 | Liz Griesel  |
| 10:20 – 10:40 am | K-1 FAST Assessment* early*Reading* training and implementation plan
* Iowa TIER brochure
* Fast brochure
 | LizGriesel & Carlene Lodermeier |
| 10:40 – 11:10 am | Science, Social Studies, Health curriculum guides | Kim O’DonnellAmber GraeberConnie Sievers |
| 11:10 – 11:30 am | Infinite Campus Update* IC training plan
* Data Director
 | Holly Crandell & Christi Donald |
| 11:30 – 11:50 am | Additional Information* Monday, August 4 - Elementary T&L meeting (Time/Location TBD)
* 2014-2015 PD Adjusted Dismissal Schedule
* School maps for OCR request
 | Holly Crandell |
|  11:50 – 12:00 pm | ***Special Session for Continuous Calendar Schools*** | Liz Griesel |

**To do list for schools…**

* Technology
	+ Ensure teachers have downloaded SMART Notebook
		- Directions available under “Blended Learning” tab
	+ Communicate with teachers the classroom preparation required for projector installation
	+ Communicate roles and responsibilities of the Technology Coordinators for the 2014-15 school year
* Math Updates
	+ Review school responsibilities for distribution of instructional materials
	+ Develop a plan for Math PLC structure based on readiness level
	+ Modify data team forms to fit your new PLC structure
	+ Familiarize yourself with *“Show What You Know”* pre-assessment and small group instruction resources
	+ Communicate the 2014-15 District assessment plan with all staff
		- Available on the Elementary website under the “Assessment” tab
* Literacy Updates
	+ Communicate location of EOY assessment revision form
		- Available on Elementary website on the “Home” page
	+ Access increase needs form if applicable
		- Available on Elementary website under the “Increased Needs” tab
	+ Communicate the 2014-15 District assessment plan to all staff
		- Available on the Elementary website under the “Assessment” tab
	+ Communicate FAST assessments training plan to K-1 and support staff
		- Handout included
* Infinite Campus
	+ Communicate information regarding IC training plan to all staff
		- Handout included
	+ Identify school IC support team and email team members to: christi.donald@dmschools.org
* School Maps
	+ Complete identification of rooms on school blueprints
		- Hand in blueprint prior to leaving or email pdf copy to elizabeth.lopez@dmschools.org

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| Notes: Invite instructional coach to T&L meeting on Monday, August 4. Distribute PD Adjusted Release Schedule to leadership team.  |