


Updated: 8.11.2023

| <h1>August 2023</h1>  |  |                      |                       |   |  |
|---|--|----------------------|-----------------------|---|--|
|  | Monday<br>August 7   | Tuesday<br>August 8  | Wednesday<br>August 9 | Thursday<br>August 10<br><b>FIRST DAY</b>   | Friday<br>August 11  |
| <u>Periods 1</u><br>AP CSP<br>OJT   | Teacher Planning Day   | Teacher Planning Day | Teacher Planning Day  | Welcome Back!<br>Introductions<br>1-Required documents<br>1 <sup>st</sup> day procedures<br>Classroom rules + PHONES<br>Expectations/housekeeping<br>Seating charts<br>Abstraction notebooks<br>HW: Number pages in notebook & glue/tape pages in your notebook<br><br><b>Microsoft TEAMS</b>       | Proper way to LOG OFF<br><br><b>DIGITAL CITIZENSHIP:</b><br><u><b>Digital Well-Being Lessons: My Values &amp; Tech</b></u><br>My website; Lessons<br><b>Microsoft TEAMS</b><br><br>Student responsibility<br>Collect syllabi<br>Passwords – Log in<br>Sticky Notes, One Drive<br>File Management |
| <u>Period 2 &amp; 3</u><br>Digital Design 1                                       | Teacher Planning Day   | Teacher Planning Day | Teacher Planning Day  | Welcome Back!<br>Introductions<br>1-Required documents<br>1 <sup>st</sup> day procedures<br>Classroom rules<br>Expectations/housekeeping<br>Seating charts<br><b>Microsoft TEAMS</b><br><br>QR code for leaving class   | <b>Microsoft TEAMS</b><br><br><b>DIGITAL CITIZENSHIP:</b><br><u><b>Digital Well-Being Lessons: My Values &amp; Tech</b></u><br><br>Login<br>REMINDER; do NOT share files with me; email is preferred<br><br>Student responsibilities   |
| <u>Period 4</u><br>DCT<br>OJT   | Teacher Planning Day   | Teacher Planning Day | Teacher Planning Day  | Welcome Back!<br>Introductions<br>1-Required DCT/OJT documents<br>1 <sup>st</sup> day procedures<br>Classroom rules<br>Expectations/housekeeping<br>Seating charts<br>Explain Timecards<br>Paystubs<br>QR code for leaving class<br><b>Microsoft TEAMS</b><br>Signing the book for all OJT students | Collect documents/ forms<br><br><b>Microsoft TEAMS</b><br><b>DIGITAL CITIZENSHIP:</b><br><u><b>Digital Well-Being Lessons: My Values &amp; Tech</b></u><br><br>Signing the book for all OJT students   |
| <u>Period 5 &amp; 6</u><br>OJT  | <p><b>5<sup>th</sup> &amp; 6<sup>th</sup>: Students with no job must utilize the Job Search handout.</b></p> <p><b>1<sup>st</sup> Week of School: you must stay ON CAMPUS DURING 5<sup>TH</sup> AND 6<sup>TH</sup> unless all forms are turned in, signed and notarizations are complete.</b></p> <p>I will be visiting some of your places of employment and meet with your supervisors during 5<sup>th</sup> &amp; 6<sup>th</sup> periods this week. Make sure you are getting the minimum number of hours a week and you must submit a paystub to me this nine weeks. Remember, that you must work DURING your OJT period(s) in order to remain in the OJT classes.</p> |                      |                       |   |  |