

Zimbra

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[holt_cert] Grade level schedule/event info request

From : Lesli Harmon <harmon_l@4j.lane.edu>

Fri, Nov 05, 2021 11:38 AM

Sender : holt_cert <holt_cert-bounces@4j.lane.edu>**Subject :** [holt_cert] Grade level schedule/event info request**To :** holt cert <holt_cert@4j.lane.edu>

Classroom teachers (others can ignore),

One of my leadership positions is scheduling this year. We have an upcoming artist in residence in late November/December. I have the master schedule and specialists info but I know we all have times of day that are better than others for these types of events to be scheduled. I can make no promises other than I'll try to take these into consideration when creating school wide schedules. Please share anything that you feel might be helpful:

- Preferred times
- Non-preferred times
- Special grade level things that might not be on the master schedule or calendar
- Students on reduced days that would want to participate
- Anything else you think might help

Please respond as a grade level team.
Thanks and happy FRIDAY!

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