

Category	Main Task	Deadline	Owner	Status	Deliverable	Notes
Grants	CDE Startup	9/2010	Paige	Awarded	\$195,000.00	start up (implementation \$180/year x2)
Preschool	Enrollment begins	2/1/2011	Becky	Done		
Recruiting	Select principal	2/15/2011	Sanders	Done		District deadline is 4/1/2011
Board Training	Attend CLCS conference	2/17/2011	Sunahara	Done	Attendance	Required by CDE grant
Board Training	Conflict of interest forms	3/1/2011	Sunahara	Done	Attendance	All board members must complete conflict of interest forms.
Board Training	Business Manager Network Meetings	3/1/2011	Sunahara	Done	Attendance	Required by CDE grant
Board Training	Performance Management Training for Boards	3/1/2011	Sunahara	Done	Attendance	Required by CDE grant
Board Training	Regional Board Training	3/1/2011	Sunahara	Done	Attendance	Required by CDE grant
Board Training	Board President's Council	3/1/2011	Sunahara	Done	Attendance	Required by CDE grant
Board Training	School Leadership Mentoring Program	3/1/2011	Sunahara	Done	Attendance	Required by CDE grant
Curriculum	Define pupil performance standards	3/1/2011	Paige	Done		District requirement. This is the date they are due at the district
Facility	Signed lease to the district	3/1/2011	Sanders	Done		District requirement. District gets 10 day review (not approval)
Finances	Present budget to district	3/1/2011	Sanders	Done		District requirement. This is the date they are due at the district
Website	New web live	3/1/2011	Becky	Done		
Fixtures	Confirm all classroom additions	3/15/2011	Matherly	Done		Ensure we know what each room includes. Work desks, bookshelves, cubbies, sinks, etc.
Board Governance	Create finance committee	4/1/2011	Cerny	Done		
Facility	Fields with metro district	4/1/2011	Matherly	Done		Coordinate with HR Metro District on field development
Grants	Apply for the Daniel's Fund Grant	4/1/2011	Paige	Done		Awards within 3 months of submission; goals will likely relate to character programming, technology and professional development to align with goals of Daniels' Fund). Per above, my responsibilities remain high on this grant, with the intention of transitioning to more advisory role at least temporarily.
Grants	Apply for the RGC Foundation Grant	4/1/2011	Paige	Done		Rolling; Letter of Inquiry, due March (need to confirm), must be approved first
Handbooks & policy	Board bylaws	4/1/2011	Sanders	Done		
Handbooks & policy	Board election policy	4/1/2011	Sanders	Done		
Handbooks & policy	Finalize vision & mission	4/1/2011	Sanders	Done		
Recruiting	Principal hired/starts	4/1/2011	Sanders	Done		
Recruiting	Hire AD	4/1/2011	Sanders	Done		
Technology	Confirm complete technology plan	4/1/2011	Sunahara	Done		This includes prices and ordering info for all computers for kids, staff, teachers; all printers, servers, white boards, speakers, wires, etc. This also include coordination with Highmark, qwest, and the grant teams
Fixtures	Fixture plan presented to the board	4/5/2011	Matherly	Done		This includes everything not attached to the building
Lunch	Lunch program options presented to the board & finalized	4/5/2011	Staci	Done		
Grants	RGC LOI	4/8/2011	Paige	Denied	\$45,000.00	Living Labs
Finances	Monthly budget forecasts developed	4/15/2011	Sanders	Done		- Setup monthly budget/forecast for FY10/11 and FY11/12 years
Finances	Set up monthly cash flow model	4/15/2011	Sanders	Done		- Updating budget with changes for tech, curriculum, fixtures, pre-school, staff salaries, etc.
Fixtures	Fixture warehousing plan	4/15/2011	Matherly	Done		
Marketing	Communication plan	4/15/2011	Sunahara	In progress		Working with Dave Moore
Recruiting	AD starts	4/15/2011	Sanders	Done		
Grants	Ch2M Hill	4/20/2011	Paige	Done	\$45,000.00	Living Labs
Grants	Daniels Fund	4/25/2011	Paige	Notified 120	\$370,000.00	Science, Literacy and Character
Grants	Target Art	4/26/2011	Paige	Notified by:	\$2,000.00	Science of Music
Grants	Target Literacy	4/26/2011	Paige	Notified by:	\$2,000.00	Science Story Time
Grants	TechSoup	4/29/2011	Paige	3 weeks after	varies	IT software and hardware
Curriculum	Contact vendors re pricing and ording deadlines	4/30/2011	Paige	Done		c. Contact vendors to confirm pricing, ordering deadlines for materials and assessments and professional development opportunities (Juliette Shaler) (mostly completed). Also, to confirm per unit pricing on 7 <sup>th</sup> and 8 <sup>th</sup> grade math and literature materials for above grade level students.
Grants	Target grant	5/1/2011	Paige	Done		
Board Governance	Recruit new board member	5/1/2011	Sanders	Done		Preferably someone with finances or bow staff skills
Board Training	Fiduciary duty training	5/1/2011	Sunahara	Done		
Community building	Plan school orientation (lemonaide on the lawn)	6/1/2011	PTO	Done		Fill out remainder of forms, maybe have pictures
Finances	Purchase Services contract	5/1/2011	Sanders	Done		
Grants	Research additional grant opportunities and have proposal ready	5/1/2011	Paige	Done		
Handbooks & policy	Review all DCSD policies	6/1/2011	Sanders	Done		
BASE	BASE program presented to the board	5/5/2011	Becky	Done		
Recruiting	Business manager listing posted	5/25/2011	Sanders	Done		
Grants	Dollar General	5/16/2011	Paige	Done	\$5,000.00	Science/Math Library
Grants	Amgen LOI	5/24/2011	Paige	Done	\$45,000.00	Living Labs
Handbooks & policy	Employment handbook	5/20/2011	Sanders	In progress		Colleen Bobbin is working on this along with Ann
Handbooks & policy	Board handbook	5/20/2011	Sanders	In progress		
Handbooks & policy	Parent handbook	5/20/2011	Sanders	In progress		Michelle Bynum
Preschool	Preschool program presented to the board	5/20/2011	Becky	Done		
Admin	Create letter head and stationary	5/20/2011	Sanders	Done		
Board Training	Establish board training calendar	6/1/2011	Sunahara	Done		
Board Governance	Create SAAC	6/1/2011	Cerny	Done		
Board Governance	Create PAB	6/1/2011	Cerny	Done		
Board Governance	Create PTO	6/1/2011	Cerny	Done		
Board Governance	Create STEM committee	6/1/2011	Cerny	Done		
Board Governance	Create Grant committee	6/1/2011	Cerny	Done		
Board Governance	Non-profit status/reporting requirement	6/1/2011	Sanders	Done		
Enrollment	Finalize all required enrollment documentation	6/1/2011	Staci/Matt	Done		
Enrollment	Infinite Campus training	6/1/2011	Staci	Done		Two volunteers
Finances	Establish credit rating with vendors	6/1/2011	Sunahara	In progress		McGraw hill will not let us order our large order without a credit app. purchase of \$100 on credit and payoff; Juliette is checking if other vendors have similar requirements
Finances	Establish Bank	6/1/2011	Sunahara	In progress		
Grants	Amgen	6/1/2011	Paige	Done		
Technology	Establish Document management system	6/1/2011	Sunahara	Done		
Community building	Plan June parent meeting (June 6)	6/1/2011	Sanders	Done		Uniforms, discipline, parent hndbk, etc
Community building	Plan open house	6/1/2011	Matherly	Done		
Community building	Meet the principal/teachers social (July-ish)	6/1/2011	Staci	Done		PTO thing
Finances	Set up fee payment system	6/1/2011	Matherly	Done		
Board Training	Establish board books	6/1/2011	Sunahara	Done		
Admin	Doc harmonization	6/1/2011	Sanders	Done		Combine charter application, with grant application, and comments on charter document
Preschool	Preschool director selected	6/1/2011	Becky	Done		
Recruiting	Business manager selected	6/1/2011	Sanders	Done		
Recruiting	Hire teachers	6/1/2011	Sanders	Done		
Website	Determine whether to grant students email addresses	6/1/2011	Becky	Done		
Board Training	Read the Administrator's Guide for Leading a Colorado Charter School	6/1/2011	Sunahara	Done		
Curriculum	Establish parent training guidelines	6/1/2011	Paige	Done		
Curriculum	opportunities	6/1/2011	Paige	Done		
Handbooks & policy	Grading policy	6/1/2011	Sanders	Done		Set grade scale
Handbooks & policy	Curriculum policy	6/1/2011	Sanders	Done		
Handbooks & policy	Late homework policy	6/1/2011	Sanders	Done		different k-3 and 4 up
Handbooks & policy	Promotion & retention policy	6/1/2011	Sanders	Done		
Handbooks & policy	Board goals and standards	6/1/2011	Sanders	Done		
Handbooks & policy	Discipline policy	6/1/2011	Sanders	Done		
Handbooks & policy	Volunteer policy	6/1/2011	Sanders	Done		Should this be part of the parent handbook?
Handbooks & policy	Parent communication policy	6/1/2011	Sanders	Done		
Handbooks & policy	Free reduced lunch policy	6/1/2011	Sanders	Done		
Board Governance	Strategic Plan plan	6/1/2011	Sanders	Done		
Handbooks & policy	Technology policy	6/1/2011	Sanders	Done		
Handbooks & policy	Compensation plan	6/1/2011	Sanders	Done		Pay for performance, salary ranges, etc
Technology	Qwest internet ordered	6/1/2011	Sunahara	Done		
Admin	Carpool plan	6/1/2011	Matherly	Done		
Admin	Communication plan	6/1/2011	Sunahara	Done		Develop a school communication plan
Board Governance	Organize finance committee	6/1/2011	Cerny	Done		
Board Governance	Organize SAAC	6/1/2011	Cerny	Done		
Board Governance	Organize PAB	6/1/2011	Cerny	Done		
Board Governance	Organize PTO	6/1/2011	Cerny	Done		
Board Governance	Organize STEM committee	6/1/2011	Cerny	Done		
Board Governance	Organize Grant committee	6/1/2011	Cerny	Done		
Finances	Working budget	6/1/2011	Cerny	Done		
Polices	Anti discrimination plan	6/1/2011	Sanders	Done		
Handbooks & policy	Policy creation policy	6/2/2011	Sanders	Done		
Facility	Temporary storage site set up	7/1/2011	Sanders	Done		This is to store supplies and such prior to opening the doors.
Finances	Update Magna Carter at DCSD	7/1/2011	Sanders	Done		Continue updating Magna Carta for the 10-11 school year.
Preschool	Preschool curriculum complete	7/1/2011	Becky	Done		
Recruiting	Business manager starts	7/1/2011	Sanders	Done		
Website	Figure out infinite campus	7/1/2011	Becky	Done		
Enrollment	Organize classrooms	7/1/2011	Staci	Done		
Curriculum	Establish science curriculum	8/1/2011	Paige/Diana	Done		
Admin Training	District business manager trainging	8/1/2011	Sunahara	Done		Charter School Business Managers to attend the first semester District's Business Managers' Meeting at the September 8th Charter Administrators meeting.
Board governance	Organize volunteer committees	8/1/2011	Sanders	Done		
Board Training	Complete board training modules	8/1/2011	Sunahara	Attendance		Required by CDE grant
Board Training	Read Autobiography of Ben Franklin	8/1/2011	Sunahara	Attendance		Required by bylaws
Board Training	Read board's that work book	8/1/2011	Sunahara	Attendance		Required by bylaws
Board Training	Read Core Knowledge book	8/1/2011	Sunahara	Attendance		Required by bylaws
Board Training	Start organizing carpools	8/1/2011	Sunahara	Done		
Board Training	Organize Parent Advisory Board	8/1/2011	Sunahara	Done		
Board Training	Organize School Accountability Committee	8/1/2011	Sunahara	Done		
Board Training	Organize Parent Teacher Organization	8/1/2011	Sunahara	Done		
Enrollment	Fill classes	8/1/2011	Staci	Done		Do this with admin transfers after April 15
Facility	Facility complete	8/1/2011	Matherly	Done		District requirement.
Fixtures	Fixtures delivered	8/1/2011	Matherly	Done		
Preschool	Preschool director starts	8/1/2011	Becky	Done		
Preschool	Preschool fixtures purchased	8/1/2011	Becky	Done		
Preschool	Preschool teachers hired	8/1/2011	Becky	Done		
Staff Training	Core Knowledge Onsite Training	8/1/2011	Diana	Done		DCSD training, included in SPED services. Paid through purchased services
Staff Training	Inclusion Workshop	8/1/2011	Diana	Done		Science Teachers K-5 (6)
Staff Training	Pearson Scott Foresman Training	8/1/2011	Diana	Done		6 <sup>th</sup> Grade Science Teacher
Staff Training	Prentice Hall Science Explorer Training	8/1/2011	Diana	Done		
Staff Training	Saxon Onsite Training	8/1/2011	Diana	Done		
Staff Training	Prentice Hall History and Geography	8/1/2011	Diana	Done		
Staff Training	Technology In-Service Training	8/1/2011	Diana	Done		
Staff Training	McGraw Hill Treasures Training	8/1/2011	Diana	Done		
Staff Training	Step Up to Writing Training	8/1/2011	Diana	Done		
Staff Training	Flexible Ability Grouping/	8/1/2011	Diana	Done		Curriculum Training provided onsite by Academic Director
Staff Training	Differentiated Instruction	8/1/2011	Diana	Done		Curriculum Training provided onsite by Academic Director
Staff Training	North Western Evaluation Assessment	8/1/2011	Diana	Done		Training from NWEA representative
Staff Training	Core Knowledge Onsite Training (for new teachers)	8/1/2011	Diana	Done		Curriculum Training - new teachers; All New Teachers (5)
Staff Training	Pearson Scott Foresman Training	8/1/2011	Diana	Done		Academic Director; All Science Teachers K-5 (6)
Staff Training	Prentice Hall Science Explorer Training	8/1/2011	Diana	Done		Curriculum Training; 6th and 7th Grade Science Teachers
Staff Training	North Western Evaluation Assessment	8/1/2011	Diana	Done		NWEA Representative; All Staff
Technology	Qwest internet installed	8/1/2011	Sunahara	Done		
Technology	Staff and admin computers ordered	8/1/2011	Sunahara	Done		
Technology	Office technology for office delivered	8/1/2011	Sunahara	Done		
Website	Provd parents access to secure web docs	8/1/2011	Becky	Done		
Website	Infinite Campus training	8/1/2011	Becky	Done		
Finances	Update Magna Carter at DCSD	8/2/2011	Sanders	Done		Continue updating Magna Carta for the 10-11 school year.
Technology	Computers from year 1 grant funds delivered for school	8/10/2011	Sunahara	Done		
Admin	Submit insurance info to DCSD	8/11/2011	Sunahara	Done		Submit your school's insurance documents for Risk Management purposes if you did not purchase Risk Management from DCSD.
Admin	Submit Health Services info to DCSD	8/11/2011	Sunahara	Done		Submit your school's compliance plan for Health Services if you purchased Health Services Overseas from DCSD.
Admin	Submit ESL info to DCSD	8/11/2011	Sanders	Done		Submit your school's compliance plan for ESL students if you did not purchase ESL services from DCSD.
Admin	Submit board info to DCSD	8/13/2011	Sanders	Done		List of all governing board members, titles, addresses, phone numbers, fax numbers and/or e-mail addresses due.
Admin	District paperwork	8/13/2011	Sanders	Done		Update the communication sheet sent to you via email by Jennifer.
Admin	District paperwork	8/13/2011	Sanders	Done		Email Jan Martinez the name of your CRA Coordinator.
Admin	District paperwork	8/13/2011	Sanders	Done		Fill out C-Snap template for any staff member that needs a C-Snap account.
Admin	District paperwork	8/13/2011	Sanders	Done		Email the name of your RH contact to Robin Carey.
Enrollment	Enter info into IC	8/13/2011	Staci	Done		All students must be entered into Infinite Campus for verification of student count for funding adjustment purposes; including free and reduced lunch population.
Finances	Submit draft financials	8/31/2011	Sanders	Done		Charter School DRAFT financial statements completed and submitted to Kindra.

Board Training	Annual Finance Seminar	9/1/2011	Sunahara	Attendance				1 Board Member, Business Manager
Board Training	CLCS Annual Charter Schools Board Retreat	9/1/2011	Sunahara	Attendance				Board Training, Networking, Board of Directors (7), Principal
Board Training	Board President's Council	9/1/2011	Sunahara	Attendance				To provide resources to governing board leadership, Board president & principal
Board Training	CLCS Governance and Accountability	9/1/2011	Sunahara	Attendance				Informational, Training, SAC President and Board Member
Board Training	DSCS Governance Training	9/1/2011	Sunahara	Attendance				School Governance Training, 2 Board Members
Board Training	Business Manager Network Meetings	9/1/2011	Sunahara	Attendance				Support for administrators and financial management in Standard 11 specific to charter schools
Board Training	Organize SAC	9/1/2011	Sunahara					
Board Training	Organize finance subcommittee	9/1/2011	Sunahara					
Grants	Education Grant	9/1/2011	Paige					cannot apply without building
Staff Training	CRLA Assessment Training	9/1/2011	Barber					All teachers to attend, Assessment Training provided by DCS; all teachers\
Technology	Computers from year 2 grant funds delivered for school	9/1/2011	Sunahara					
Board Training	Business Manager Network Meetings	1/1/2012	Sunahara	Attendance				Support for administrators and financial management in Standard 11 specific to charter schools
Admin Training	School Leadership Mentoring Program	3/1/2012	Sunahara	Attendance				To build leadership capacity among leadership admin
Board Training	Business Manager Network Meetings	3/1/2012	Sunahara	Attendance				Support for administrators and financial management in Standard 11 specific to charter schools
Board Training	CLCS Annual Conference	3/1/2012	Sunahara	Attendance				Networking, Informational
Board Training	Board President's Council	3/1/2012	Sunahara	Attendance				To provide resources to governing board leadership
Board Training	Online Board Training Modules	3/1/2012	Sunahara	Attendance				Train the board on governance, policies and Open meetings; Board of Directors
Admin Training	National Conference on Differentiated Instruction	7/1/2012	Sunahara	Attendance				Curriculum Training - DI Strategies; Academic Director
Board Training	CLCS Governance and Accountability	Jul-12	Sunahara	Attendance				Informational, Training; Board Members (3)
Admin Training	Annual CDE Finance Seminar	9/1/2012	Sunahara	Attendance				Keep up to date with finance legislation, changes, trends, specific to charter schools; 1 Board Member, Business Manager
Admin Training	CO Association of School Executives (CASE); Conference	9/1/2012	Sunahara	Attendance				Student Discipline; Principal and Academic Director
Admin Training	CDE Annual Finance Seminar	9/1/2012	Sunahara	Attendance				Networking, Informational; Business Manager
Board Training	Board President's Council	9/1/2012	Sunahara	Attendance				To provide resources to governing board leadership; Board President and Principal
Board Training	CLCS Annual Charter Schools Board Retreat	9/1/2012	Sunahara	Attendance				Board Training, Networking; Board Members (5), Principal
Staff Training	New Teacher Training - Differentiated Instruction	9/1/2012	Barber					Curriculum Training provided onsite by Academic Director; All New Teachers (5)
Staff Training	New Teacher Training - Character Education	9/1/2012	Barber					Curriculum Training provided onsite by Administrator; All New Teachers (5)
Staff Training	Colorado Core Knowledge Conference	9/1/2012	Barber					Networking, Informational; All Lead Teachers (7), Principal, Academic Director, Board Members (2)
Staff Training	CRLA Assessment Training	9/1/2012	Barber					Curriculum/assessment Training provided by DCS; All New Teachers (5)
Staff Training	Treasures Reading	9/1/2012	Barber					McGraw Hill Representative; All Teachers
Staff Training	Accelerated Reader Training	9/1/2012	Barber					Academic Director; All Teachers
Staff Training	BFA Policies and Procedures	9/1/2012	Barber					Administrator; All Staff
Staff Training	Building Relationships PLC	9/1/2012	Barber					Administrator; All Staff
Admin Training	Business Manager Network Meetings	9/12/2012	Sunahara	Attendance				Support for administrators and financial management in Standard 11 specific to charter schools; 2 people, various Board Members, Administrators and Business Manager
Board Training	Online Board Training Modules	10/1/2012	Sunahara	Attendance				Train the board on governance, policies and Open meetings; Board of Directors
Admin Training	Business Manager Network Meetings	1/1/2013	Sunahara	Attendance				
Admin Training	Business Manager Network Meetings	3/1/2013	Sunahara	Attendance				
Admin Training	Board President's Council	3/1/2013	Sunahara	Attendance				To provide resources to governing board leadership; Board President and Principal
Staff Training	Colorado Charter School Support Initiative Site Visit	3/1/2013	Barber					Evaluation and improvement plan; All school
Recruiting	Look into summer intern	5/1/5/11	Sanders					
Website	Keep online passwords and access up to date	Monthly	Becky					
Grants	Farmers Ins. eevol	Submitted	Paige	Awarded (5)	\$1,000.00			Volunteer Hours
Grants	Bank of America eevol	Submitted	Paige		\$500.00			Volunteer Hours
Grants	Apply for The Braintmayer Foundation Grant		Paige	N/A				May be limited to professional training dollars - confirming.
Board governance	Organize finance committee		Cerny					
Curriculum	Establish Educational Improvement Plan		Barber					
Curriculum	Align CK to state Standards		Paige					a. Alignment of curriculum to CK Sequence and new state standards, with priority given to grades K-6 - mostly completed; Need middle school science and history/geography (see below)
Curriculum	Determine history and geography programming for 7-8		Paige					b. Determine History and Geography programming for 7-8 grades.
Curriculum	Refine Technology program		Paige					Review the curriculum for some "critical" points and see what sort of community connections/speakers we can bring in to illustrate science/math in real life. These will be tied to the subject matter at the time and experiments at the time (hopefully across grade levels if possible).
Curriculum	Refine Technology program		Paige					Develop Tech Scope & Sequence
Curriculum	Refine Technology program		Paige					Develop Technology Integration into Classroom
Curriculum	Establish Core Virtues and 13 Virtues		Paige					
Curriculum	Develop science program		Paige					Align curriculum materials with our progra. Develop Hands-On Science Program/Labs (need preliminary plans by 3/1 for grants). Based on initial brainstorming session project includes: Brainstorm/examine options for involving younger students in more traditional lab. For example, what pond scum looks like through a microscope, "at school field trips" for organ dissection, "hands-on" science days, etc. Investigate the materials/equipment need for the 6-8 science lab.
Curriculum	Develop science program		Paige					Review the curriculum for some "critical" points and see what sort of community connections/speakers we can bring in to illustrate science/math in real life. These will be tied to the subject matter at the time and experiments at the time (hopefully across grade levels if possible).
Curriculum	Develop science program		Paige					Foreign Language Options (in school, technology options, fee-based before/after school) (Sasha Ferguson - this is not an area that I am focusing on).
Curriculum	Develop science program		Paige					Developing math/science traditions for the school; Science fairs, lego robotics, others.
Curriculum	Develop science program		Paige					Recommendations for Character Circulation; Tying to 13 Virtues and grade levels for grant opportunities
Curriculum	Establish Library		Paige					Recommendations for Services and Vendors; Considering grade level distribution as well as areas of emphasis and Subscriptions
Curriculum	Establish Library		Paige					
Curriculum	Establish Library		Paige					
Enrollment	Fill 4 fourth grade classes		Staci	Done				
Enrollment	Fill 2 5th grade classes		Staci	Done				
Enrollment	Fill 2 6th grade classes		Staci	Done				
Enrollment	Fill 1st-3rd grade classes		Staci	Done				
Facility	Sign up Garbage		Matherly					
Facility	Sign up water		Matherly					
Facility	Sign up gas		Matherly					
Facility	Sign up electric		Matherly					
Facility	Snow removal		Matherly					
Facility	Sign up security		Matherly					
Grants	Apply for Daniles Fund Grant		Paige					
Grants	CDE Grant		Paige					Develop reporting timeline
Grants	CDE Grant		Paige					Submit revised budget
Grants	CDE Grant		Paige					Develop timeline of tasks
Grants	CDE Grant		Paige					Establish procedures for reporting to CDE
Grants	CDE Grant		Paige					Establish procedures for reimbursements
Grants	Apply for the Dollar General's Back-to-School Grant		Paige					\$5,000; library funds; requirements being confirmed
Grants	Apply for the Douglas County Consolidated Grant		Paige					
Grants	CDE Implementation Grant		Paige					
Policies	Security policy		Sanders					
Recruiting	Hire office staff		Sanders					
Website	Create portals for parents		Becky					
Website	Create portals for students		Becky					
Website	Create portals for teachers		Becky					
Website	Create portals for Admins		Becky					
Grants	Qwest eevol		Paige	Awarded (3)	\$500.00			Volunteer Hours
Preschool	Preschool handbook	7/1/2011	Becky					
Preschool	Fill the preschool with kids	8/1/2011	Becky					
Preschool	Finalize post preschool packet	6/1/2011	Becky					
Preschool	Draft preschool dress policy	7/1/2011	Becky					
Website	Teacher bios posted	8/1/2011	Becky	In progress				
Website	Prepare to accept student fees through website	6/15/2011	Becky					
Website	prepare for teacher pages on web	6/15/2011	Becky					
Calendar	Start and organize master calendar	6/15/2011	Burgandy					

### Curriculum Team

Paige Brock	Board Liason
Jennifer Hughes	
Heather gray	
Juliette Shuler	
Genevieve Gibson	
Sarah Lytle	
Erin Fredericksen	
Kendra Peters	
Susan Hartline	
Jennifer Hicks	
Lisa Lipe	Science
Shawny Fordham	Science
Nick Galatos	Science
Abhi Sur	Science

### Uniform Team

Staci Ferguson	Board Liason
Kari Beers	
Lisa Delorenzo	

### Grant Team

Paig Brock	Board Liason
Jessica Theissen	
Jessica Theissen	
Stefanie Wight	
Andrea Day,	
Maren Elliot	
Sebrina Ivey	
Joel Sevinsky	