

2008-2009 KCTC EVENTS CALENDAR

Welcome Back Staff!!!

AUGUST '08						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

4-6 New Student Orientation
 12-14 **New Staff Orientation**
 19-21 **Staff In-Service Days**
 26 Staff Meeting
 26-28 **Staff Inservice Days**
 28 Teacher Records

SEPTEMBER '08						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Daily Wkly Enter Attendance
Print attendance report

1 **Labor Day Holiday**
 2 **Classes Begin**
 9 **Staff Meeting**
 18 Advisory Chairperson Mtg
 24 Fall 4th Wed Count Day

Daily Wkly Enter Attendance
Print attendance report

OCTOBER '08						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 **END 4.5 WEEK MARKING PERIOD**
 2 New Counselor Orientation
 3 **GRADES DUE - PRINTED & SENT**
 6 **Print & Sign Aft Audit Report**
 7 **Staff Meeting**
 8 Student of the Month
 9 Showcase Breakfast
 14 Program Visits Begin
 20 Multicultural Diversity Day
 30 **Open House**
 31 **END OF Q1**

NOVEMBER '08						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Daily Wkly Enter Attendance
Print attendance report

3 **GRADES VERIFIED - PRINTED & SENT**
 4 **Staff Meeting**
 5 Grades available to LEAs
 12 Student of the Month
 26-28 **Thanksgiving Break**

Daily Wkly Enter Attendance
Print attendance report

DECEMBER '08						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2 **Staff Meeting**
 3 College Expo
 10 Student of the Month
 10 **END 4.5 WEEK MARKING PERIOD**
 12 **GRADES DUE - PRINTED & SENT**
 22-31 **Holiday Break**

JANUARY '09						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Daily Wkly Enter Attendance
Print attendance report

1-2 **Holiday Break**
 5 **Classes resume**
 12-16 Student Evaluations
 13 **Staff Meeting**
 15 Financial Aid Night
 23 **END OF S1 - Teacher Records**
 26 **GRADES VERIFIED - PRINTED & SENT**

Daily Wkly Enter Attendance
Print attendance report

FEBRUARY '09						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

4 Business & Ind Expo
 5 Enrollment Breakfast
 6 Enrollment Begins
 10 **Staff Meeting**
 11 Winter 4th Wed Count Day
 11 Student of the Month
 16-17 **Mid-winter Break**
 24 **Print & Sign Aft Audit Report**
 25 **END 4.5 WEEK MARKING PERIOD**
 27 **GRADES DUE - PRINTED & SENT**

MARCH '09						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Daily Wkly Enter Attendance
Print attendance report

3 **Staff Meeting**
 5 **Open House**
 11 **Student of the Month**
 27 **END OF Q3**
 27 Deadline for Resumes
 30 **GRADES VERIFIED - Students marked DOF- PRINTED & SENT**

Daily Wkly Enter Attendance
Print attendance report

APRIL '09						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

1 Grades available to LEAs
 3-10 **Spring Break**
 13 **Classes Resume**
 15 Student of the Month
 16 **Staff Meeting**
 30 Program Visits End

MAY '09						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Daily Wkly Enter Attendance
Print attendance report

6 **END 4.5 WEEK MARKING PERIOD**
 6 Student of the Month
 8 **GRADES DUE - PRINTED & SENT**
 11-15 Student Evaluations
 12 **Staff Meeting**
 25 **Memorial Day Holiday**

Daily Wkly Enter Attendance
Print attendance report

JUNE '09						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

2 **Staff Meeting**
 4 Classes End
 4 **END OF S2**
 5 Teacher Records
 8 **GRADES VERIFIED - Completers Marked- PRINTED & SENT**

JULY '09						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	