



# 2024-2025 "Back to School" Schedule

## Certified Staff Meetings – New Employee In-Service

### Wednesday-Friday, August 7-9, 2024

Schedules have been sent to new certified staff.

## Certified Staff Meetings – All Certified Employees

### Monday, August 12, 2024 through Friday, August 16, 2024

8:00-4:00 p.m. Work in Buildings/Attend Meetings as scheduled

### Tuesday, August 13, 2024 CCHS Auditorium - Keynote Speaker Blake Fly "Reminding People They Matter"

Secondary 8:00 a.m. – 9:30 a.m.

Elementary 10:30 a.m. - 12:00 p.m.

## Department/Grade Level Meetings-Certified Staff Meetings

PLEASE SEE C.C.S.D. HOMEPAGE LINK:

<http://www.ccsd.k12.wy.us>

"All Staff PD Schedule" for complete schedule. Times and locations may vary.

## Additional Staff Meetings

### ACTIVITY SPONSORS/COACHES

**TBHS:** Monday, August 12, 2024

1:00-3:00 p.m. – TBHS Auditorium

**WJSHS:** Friday, August 12, 2024

9:00-10:30 a.m. – WJSHS Auditorium

**CCHS:** Monday, August 12, 2024

12:00-2:00 p.m. – CCHS Auditorium

**All Coaches Meeting:** Pro-Active Coaching

**TBHS:** Friday, August 16, 2024

12:00-3:00 p.m. – TBHS Auditorium

### NUTRITION SERVICES

Tuesday, August 13, 2024

8:00 a.m.- 3:00 p.m.

CCHS – Oasis Room

### TRANSPORTATION

Tuesday, August 13, 2024

7:30 a.m.-4:00 p.m. – TBHS Auditorium

All Staff; Lunch Provided

### ALL SECRETARIES/CLERKS

Wednesday, July 31, 2024

8:00 a.m.-3:00 p.m., Gillette College

This meeting is **MANDATORY for those who take money and/or put in requisitions.** (cash handling, Finance, Human Resources, Printshop, P-card, Accounting, etc.) *Lunch will be provided*

Monday, August 5, 2024

Session 1: 8:00 a.m.-12:00 p.m., LLC

Session 2: 1:00 p.m.-4:00 p.m., LLC

This meeting is **MANDATORY**, and will cover several issues presented by Educational Technology. *You only need to attend 1 session*

### ANNUAL EMPLOYEE TRAINING

All annual employee training is **REQUIRED**, and is found in the TalentED Records Portal. Employees have 30 days to complete the required courses. Employees receive different training, based on their job description, and will be notified via email of the specific required training. Please note the subject line will include TalentED training.

Contact Person: Michelle Heitmann

