

February (17 Instructional days)						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	FOCUS
1	2	3	4	5	6	
			Thinkfinity Training at Haugan			Principal Focus: Staff Evaluations
8	9	10	11	12	13	
		Registration Lottery	Professional Development			Principal Focus: Junior Academy
			(No School for Students)			
15	16	17	18	19	20	
Presidents Day Holiday	Estate Planning Meeting			ACT Mock (1st Day)		Principal Focus: Freshmen Academy
22	23	24	25	26	27	
ACT Mock (2nd Day)		Peer Observations Due				Principal Focus: Sophomore Academy
Financial Aid Parent Meeting			Parent Meeting Open House	Mid-Quarter progress report (Q3)		

**Reminders: Gradebook entries must be updated weekly. Lesson Plans are due posted on Rubicon Atlas bi-weekly for the current and the week ahead. Attendance must be taken during the first 5 minutes of every period. Classroom visits are unannounced unless otherwise arranged between the principal and the teacher. **Principal has open door policy.****

"Trust us, we won't disappoint you. Guide us, but don't infantilize us. Show us, don't only tell. Listen to us." Middle-school students to Scott Greenwood and Patrick McCabe in "How Learning Contracts Motivate Students" in Middle School Journal, May 2008 (p. 21).