

Intradistrict Communication

Date: August 5, 2020

To: Elementary Principals
Elementary Media Assistants

From: Administrators of Schools
Dr. Shelley Nordick, Administrator, Curriculum/Staff Development
Norman Emerson, Instructional Support Services/Fine Arts
Consultant

Re: Quarterly Training Meetings for Elementary Media Assistants

In order to prepare and train elementary library media assistants to effectively provide services to elementary schools and to build consistency across elementary library programs, several training meetings have been scheduled for the 2020-21 school year. The participation of **both** of your library assistants in these meetings is appreciated. The meetings are to be included in the assistants' allotted 17 hours. With the exception of the August 18, 2020, the meetings have been scheduled on Fridays since the media assistants will not have regularly scheduled class visits on those days.

The meetings will be held at the venues shown below from 9:30-11:30 a.m.:

- August 18, 2020 - ASB Auditorium (In order to maintain social distancing, one of the assistants will attend in person, and the other will access the meeting online)
- October 9, 2020 - Mt. Ridge HS Auditorium (all assistants in person)
- January 22, 2021 - Viridian Event Center (all assistants in person)
- April 9, 2021 - Mt. Ridge HS Auditorium (all assistants in person)

Please feel free to contact Norman Emerson (801-567-8364) if further information is needed. Thank you for your continued support of the library media programs in Jordan District.