

Intradistrict Communication

DATE: April 24, 2025

TO: All Administrators

FROM: Michael Anderson, Associate Superintendent
Travis Hamblin, Director, Student Services
Sharon Jensen, Consultant, Student Support Services
Caleb Olson, Enrollment Consultant, Student Services

SUBJECT: Save the Date: Summer 2025 Discipline Trainings

Please save the date for attending one of the following discipline trainings. Watch for a sign-up sheet to be sent out later in May.

Date	Time	Location	Intended Audience	Topic
Tuesday, July 22	8 AM – 12 PM	ASB Auditorium	New Administrators & Administrative Interns	Sharon Jensen: <ul style="list-style-type: none">• Investigations• Searches• District Hearings Caleb Olson <ul style="list-style-type: none">• Skyward Logging
Tuesday, July 22	1 PM – 3 PM	ASB Auditorium	Current Administrators	Caleb Olson <ul style="list-style-type: none">• Review of 2024-25 data• Review of key discipline concepts• Updates to discipline procedures
Wednesday, July 30	9 AM – 11 AM	ASB Presentation Room	Current Administrators	Caleb Olson <ul style="list-style-type: none">• Review of 2024-25 data• Review of key discipline concepts• Updates to discipline procedures

Please Note: The July 22nd training is NOT a regularly scheduled work day for administrative interns. Your flexibility in working with your intern to enable them to attend is greatly appreciated.

Current administrators who would like a refresh on the basics of discipline may also attend the July 22 morning training. The content will not be the same as what will be covered in the other sessions.