

# Superintendent's Weekly Calendar

**Monday, June 22 to Friday, June 26, 2020**

***\*Please be aware that the Superintendent's calendar may change due to unplanned meetings or District business. The calendar is very fluid because of the District's ongoing response to COVID-19. Please note all meetings will be held virtually either via phone, Zoom, or Teams.\****

## **Monday, June 22**

- **8:30 a.m.-** Meet with Capital Projects for office move
- **9:00 a.m.-** Meet with Academic Leadership Team members and Edgenuity representative
- **10:00 a.m.-** Meet with Chief Ombudsman Paul LaMarca and Chief Academic Officer Debbie Biersdorff
- **11:00 a.m.-** Conduct Capital Renewal video interview at Beasley ES
- **12:30 p.m.-** Meet with Washoe Education Association (WEA), Chief Human Resources Officer Emily Ellison, Chief Financial Officer Mark Mathers, and Chief Academic Officer Debbie Biersdorff
- **2:30 p.m.-** Meet with Special Projects Administrator/Interim Chief Information Technology Officer Rick Harris and Chief Financial Officer Mark Mathers RE: update on laptop data
- **3:30 p.m.-** Meet with Executive Assistant Tami Covington (weekly)
- **4:00 p.m.-** Attend the Education Alliance Annual Board Meeting via Zoom

## **Tuesday, June 23**

- **8:30 a.m.-** Meet with Social Media Specialist Charles Rahn
- **9:00 a.m.-** Meet with Board Trustee Katy Holland
- **9:30 a.m.-** Meet with Board Trustee Jackie Calvert
- **10:00 a.m.-** Meet with Board Trustee Ellen Minetto
- **11:00 a.m.-** Meet with Board President Malena Raymond
- **12:00 p.m.-** Meet with Board Clerk Andrew Caudill
- **1:00 p.m.-** Meet with Board Trustee Scott Kelley
- **2:00 p.m.-** Attend the Board of Trustees Meeting

## **Wednesday, June 24**

- **7:30 a.m.-** NASS meeting
- **9:00 a.m.-** Attend the Board Leadership Meeting via Zoom
- **11:00 a.m.-** Attend the COVID-19 Task Force Team Meeting via Zoom
- **1:00 p.m.-** Meet with Chief Academic Officer Debbie Biersdorff (bi-weekly)
- **2:00 p.m.-** Meet with Chief Ombudsman Paul LaMarca (bi-weekly)
- **3:00 p.m.-** Meet with Chief Operations Officer Pete Etchart (bi-weekly)
- **4:00 p.m.-** Meet with Chief Human Resources Officer Emily Ellison (monthly)

## **Thursday, June 25**

- **8:00 a.m.-** Attend Great City Schools call with Superintendents-Chancellors-CEOs (weekly)
- **10:00 a.m.-** Meet with Chief Accountability Officer Ben Hayes (bi-weekly)
- **11:00 a.m.-** Meet with Chief Auditor Kirk Starkey (monthly)
- **2:00 p.m.-** Attend Equity and Excellence support from Doug Reeves and WCSD Team via Zoom (Rescheduled from 6/12)
- **3:00 p.m.-** Meet with Leadership Team

**Friday, June 26**

- **8:30 a.m.**- Join virtual meeting to thank the Teaching & Learning Committee
- **9:00 a.m.**- Attend the Board of Trustees Work Session
- **2:00 p.m.**- Attend the COVID-19 Task Force Team Meeting via Zoom (if work session ends early)