

| Name | Title | Organization | Present |
|---------------------|-----------------|--------------|---------|
| Mr. Jason Belton | Principal | C.I.A.O. | YES |
| Ms. Kristin Pascale | English Teacher | C.I.A.O. | YES |

C.I.A.O. SCIP TEAM

MEETING MINUTES

Meeting Date: 1/17/14

Meeting Location: C.I.A.O.

1 ATTENDANCE

2 MEETING LOCATION

Career and Innovation Academy of Orange, conference room

3 MEETING TIME

Meeting Schedule Start: 10:00AM

Meeting Actual Start: 10:00AM

4 AGENDA

- **Mentor**
 - Mr. Hasselburgh from OHS has been approved to be Dr. Griffith's mentor
 - A meeting will be set up next week.
- **Observations**
 - A spreadsheet for observations has been completed to keep track of observations already done and plan future ones accordingly
 - Supervisors will be contacted to make sure they have planned the first observation for each teacher. Most have been contacted already and have completed or are planning to complete 1st observation.
 - Progress of observations has been reviewed
- **Feedback**
 - Feedback has been reviewed and will be given to teachers within the week whose 1st observations have already been completed.

5 MEETING END

Meeting Schedule End: 11:00am

Meeting Actual End: 11:00am
