

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: 11/13/13
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: 3:00PM

Meeting Actual Start: 3:00pm

4 AGENDA

- **Observations**
 - Created observation schedule for teachers
 - Contacted supervisors to do the first round of observations for all teachers
- **Need to Be Done**
 - Find out if Dr. Griffith needs a mentor when he arrives
 - Create schedule for review of teachscape
 - Copy booklet to be given to all teachers

5 MEETING END

Meeting Schedule End: 4:00pm

Meeting Actual End: 4:00pm
