

Tuesday, August 10, 2010 – New Faculty & Staff

- 8:00 Meet in Baird Library – Morris Hall for coffee, OJ, bagels, and doughnuts (*Cavalier Dining*)
Welcome and introduction of Administrative Team and Staff
School Philosophy from Jack R. Hall, Head of School
- 9:15 Tour of Augusta Preparatory Day School with Rosie Herrmann, Director of Admission
- 10:15 BREAK
- 10:30 Meeting with division head
- 11:30 Lunch (division heads and new faculty/staff) – *off campus at Ruby Tuesdays*
- 1:00 Classroom time

Wednesday, August 11, 2010 – New Faculty & Staff

- 8:00 Finance & Human Resource Matters - Baird Library, Morris Hall
(Coffee & bagels provided – *Cavalier Dining*)
- Rebecca Blair, Director of Finance
 - Anthony Shaffer - IT training will follow the HR session.
- 10:00 Classroom time or meeting with division head
- 12:30 Lunch provided by division head
- 2:00 Classroom time

Thursday, August 12, 2010 – All Faculty & Staff

- 8:00 Meet in Goodwin Commons for coffee, OJ, bagels, and doughnuts (*Cavalier Dining*)
- 8:30 Welcome Back – Jack R. Hall, Head of School
- 8:40 Business, Human Resources, Housekeeping/Facility & Information Technology Matters
- Rebecca Blair, Director of Finance
 - Debbie Brown, Cavalier Dining & Housekeeping Manager
 - Oliver Spratt, Facilities Manager
 - Tony Shaffer, Director of Technology
- 9:30 Break
- 9:40 Development Matters – 50th Anniversary
- Jack Hall, Head of School
 - Melissa Hoover, Assistant Director of Development

Thursday, August 12, 2010 – All Faculty & Staff (continued)

10:00 Classroom/Division Time

12:15 Lunch – by Cavalier Dining in Goodwin Commons

12:45 Introduction of New Faculty & Staff

1:30 Department Meetings (see department chair for specific information)

2:30 Classroom time

Friday, August 13, 2010

8:00 Coffee, OJ, bagels, doughnuts available in Baird Library (*Cavalier Dining*)

8:45 Faculty by division:

- Lower School – orientation/classroom time (9:00 – 11:30 am)
- Middle School – orientation/classroom time (8:00 - 9:30 am)
- Upper School – orientation/classroom time (9:30 - 11:00 am)

11:30 Coaches Meeting – BAC Atrium

12:30 Lunch – by Cavalier Dining in Goodwin Commons

1:00 Thoughts from Head of School

1:30 CPR/First Aid/AED Training

