

Memo

Date: September 1, 2013

Re: INSTITUTE DAY SUMMARY

The 2013-2014 beginning of the year Institute Day was held on Thursday, August 15, 2013. Agendas, presenter schedules, staff schedules and Principal schedules were submitted and reviewed during the August Board Meeting.

The overall goal was to offer sessions that were relevant to each staff members' job responsibilities and the goal was met with overwhelming success. Feedback given was almost all positive! Staff members commented regularly about the layout and setup, the session information and the presenters. Many staff members requested to attend more sessions with the presenters and were excited to implement the strategies discussed.

There are two evaluation surveys: session surveys and overall Institute surveys. The evaluation surveys show the percentage of participants that rated their experience as excellent. It is important to note that of the 1094 surveys compiled, there were less than 10 surveys where a participant rated their session or day as unsatisfactory. The day was a huge success!