



Evidence of Progress Monitoring
School District of Indian River County
#SDIRCStrongerTogether

Date: 9/21/2020

School/Department: Sebastian River Middle

Action Step #
and Description: 4.14 New Hire Orientation
(If more than one action step is evidenced here, please include all action step #'s and a brief description of each.)

Explanation of Evidence: We hired two individuals new to the School District this year: one school counselor and one teacher. All other positions were filled with in-district transfers. Evidence includes two emails sent to these individuals.

Results of Action Taken: Our new school counselor was able to attend the new hire orientation in July, but our Social Studies teacher did not receive clearance on background checks in time to attend. She did however attend all school-based training sessions via Microsoft Teams and was 100% ready to work on her first day here on campus.

Reflection: In the past, we have held school-based new teacher orientations as well as encouraged new hires to attend district events. We will work to reinstate that activity going forward.

Holmes, Michele

From: Jennifer Newcomb <jenniferrobinnewcomb@gmail.com>
Sent: Wednesday, July 29, 2020 11:37 AM
To: Holmes, Michele
Subject: Re: New Teacher Orientation

Good morning,

Yes I intend to attend the New Teacher Orientations.

I do have a question though, per the district there is a delay with the labs for clearance which is delaying teachers being able to start. Everything has been completed on my end.

How would this work regarding Monday August 3rd?

I look forward to meeting you!

Jennifer Newcomb

On Wed, Jul 29, 2020 at 10:49 AM Holmes, Michele <Michele.Holmes@indianriverschools.org> wrote:

Good morning,

Just wanted to make sure you're aware of the dates/times of New Teacher Orientation -

SDIRC New Teacher Orientation Dates

- Wednesday, July 29, 2020 from 3:00-5:00 pm at the District Office in the TEC
 - Teachers are **encouraged** to come during the two hour time frame to claim his/her IT account, obtain his/her name badge, visit vendors, and ask specific questions to payroll, HR, and benefits
- Thursday, July 30, 2020 from 8:00 am - 4:00 pm at Vero Beach Elementary (all new hires regardless of years of experience)
- Friday, July 31, 2020 from 8:30 am - 4:00 pm at Vero Beach Elementary (most of the day is designed for the novice teacher, but all are **encouraged** to attend)

The first day of school for teachers is Monday, August 3. Teachers should report at 7:30 on Monday. You can park in any of the parking lots and enter through the front doors. Mrs. Gehrke will direct you where to go from there.

I oversee all new teachers at our school, so I will meet with you on Monday to get you situated in your classroom and help you get settled. If you have any questions before Monday, please feel free to reach out – I am in my office all week.

Michele Holmes

Assistant Principal

Sebastian River Middle School

772-564-5268



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Holmes, Michele

From: Beckum, Jo
Sent: Wednesday, July 29, 2020 11:02 AM
To: Holmes, Michele
Subject: Re: FYI - NTO

Thanks so much!

Jo

From: Holmes, Michele <Michele.Holmes@indianriverschools.org>
Sent: Wednesday, July 29, 2020 10:41 AM
To: Beckum, Jo <Jo.Beckum@indianriverschools.org>
Subject: FYI - NTO

- New Teacher Orientation Dates
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So the only day/time you HAVE to go is Thursday.

Michele Holmes
Assistant Principal
Sebastian River Middle School
772-564-5268



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