



U.S. Department of the Interior
BUREAU OF INDIAN EDUCATION



Kayenta Boarding School
P.O. Box 188, Kayenta, Arizona 86033
Phone: (928) 697-3439
"All Moments are Teachable."

Staff Orientation Agenda Monday - July 26, 2021

Welcome to SY 21-22!

Found below is our Staff Orientation schedule. Upon reviewing the information, you will notice our start and end time is 8:00am to 5:00pm, with a one-hour lunch. We will utilize the same ZOOM meeting link for our sessions. Academic staff, you will work from your classrooms/offices. Facility department will utilize the upper grade computer lab, Food Services will utilize cafeteria and Residential staff will utilize lower grade computer lab.

8:00am-8:30am	Staff technology distribution
8:30am-9:00am	Welcome & SY21-22 Reopening Plan
9:00am-9:45am	Wellness
10:00am-11:30am	Continuous School Improvement Plan
11:30am-12:30pm	Lunch
12:30-1:15pm	Budget Review & Requisitions
1:30pm-2:30pm	Safety: Annual Compliance and COVID-19
2:45pm-3:15pm	Residential Program Information
3:30pm-4:15pm	Breakfast & Lunch Program for Hybrid
4:30pm-5:00pm	Travel & Time sheets

Zoom Meeting

<https://us02web.zoom.us/j/87164401437?pwd=K3NYNklVeEVTckJCT3cwQURnNkIvZz09>



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**Staff Orientation
Agenda
Tuesday - July 27, 2021**

8:00am-9:00am	Blood-Borne Pathogens
9:00am-10:00am	BIE New School Year Employee Orientation & Ethics Training
10:00am-12:00pm	SCAN (webinar)
12:00pm-1:00pm	Lunch
1:00pm-5:00pm	Staff time/Time in the classroom

**Staff Orientation
Agenda
Wednesday - July 28, 2021**

8:00am-8:30am	Welcome & Team building activity
8:30am-10:15am	NASIS: Gradebook & Behavior documentation
10:30am-11:30am	First Aid & CPR prep work
11:30am-12:30pm	Lunch
1230pm to 5:00pm	Staff time/Time in the classroom

Zoom Meeting

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**Staff Orientation
Agenda
Thursday, July 29, 2021**

8:00am-9:00am	Food Handlers training (online)
9:15am-11:00am	IXL PD (Academic Staff)
11:15am-12:00pm	ZOOM Refresher (Academic Staff)
12:00pm-1:00pm	Lunch
1pm-5pm	First Aid & CPR (small groups)

**Staff Orientation
Agenda
Friday, July 30, 2021**

8:00am-12:00pm	Employee Performance Appraisal Plan
12:00pm-1:00pm	Staff Luncheon
1:00pm-5:00pm	Staff time/Time in the classroom

Zoom Meeting

<https://us02web.zoom.us/j/87164401437?pwd=K3NYNklVVeEVTckJCT3cwQURnNkIvZz09>