Yearly tasks

Use this page to document yearly tasks that should be prepared for a regular times each school year.

- End of Year
- Beginning of Year

End of Year

SRS

Week of May 14- Send Senior notices for computer/library

Day after last MCAS- send notices for computer/library to students grades 7-11

Send student instructions for device return/put in announcement

Beginning of Year

Last week of August- check copier connections