

Admission Coordinator Board Report

May 2010

- Continued to process applications
- Attended meetings of incoming students to determine appropriate placement
- Attended meetings of current students to determine appropriate placement for next school year
- Planned and hosted last guidance counselor meeting of the school year
- Scheduled students in AM/PM sessions as needed
- Participated in portfolio reviews
- Began to prepare for the beginning of 2012/13 school year
- Planned for summer mailings to new and current students
- Planned for mailing and printed materials for next school year
- Attended Union City 8th grade career night