

Memorandum

From: Benita Young, Superintendent *BY*
To: School Board Members/Public
cc: Madison Journal
RE: **Board Professional Development**
Date: September 27, 2016

The Madison Parish School Board will hold a **Professional Development** on **Wednesday, September 28, 2016** at **9:00 a.m.** at Madison Middle School Library, Tallulah, Louisiana.

Topics of discussion shall include:

1. Paths and obstacles and employee termination
2. Tips for preparing teacher evaluations and observations
3. Tips for conducting investigations
4. Tips for documentation
5. Limitations on grade changes
6. Code of Ethics
7. Any other items properly added to the Agenda.

Addressing Agenda Items:

A person wishing to address an item on the official agenda during the business portion of the meeting shall approach the lectern/podium and must be recognized by the Presiding Officer prior to making any comments. Persons may speak only once on an agenda item and for no more than three minutes.